

Republic of the Philippines  
Visayas State University  
Baybay , Leyte

PLANTILLA OF CASUAL APPOINTMENT

Department/Div. : Supply Procurement & Property Management Office


Source of Funds: A. 1. a  
Date Prepared by: ODAHRD 12/29/16

Name of Appointee/s	Position	Level	S G	Daily Wage/ Salary	Period of Employment		If renewal (include date of previous employment)
					From	To	
OFREDO , Teofilo C.	Administrative Aide III	1	3	P 494.68	January 1, 2017	June 30, 2017	July 1, 2016 –Dec. 31, 2016


The above named personnel is hereby hired/appointed as casuals at the rate opposite his/her name for the period indicated. It is understood that such employment cease automatically at the end of the period stated unless renewed. Any or all of them may be laid-off anytime before the expiration of the employment period when their services are no longer needed or funds are no longer available or the project has already been completed /finished or their performance are below par.

CERTIFICATION:

This is to certify that all the requirements are pursuant to CSC MC NO.40, s.1998 as amended, have been complied with reviewed and found in order.


  
**LOURDES B. CANO**  
Director, ODAHRD  
12/29/16

APPROVED:

  
**EDGARDO E. TULIN**  
Appointing Authority  
12/29/16

Pinagtibay alinsunod sa resolusyon ng  
Komisyon ng Serbisyo Sibil **Blg.93-58-42**  
na may petsa Enero 1, 1994.

THIS IS TO CERTIFY THAT THE POSITIONS  
STATED HEREIN WHERE PUBLISHED ON  
10/28/16 IN **CSC BULLETIN** PURSUANT TO  
CSC MC NO.20,S. 2002.

  
**LOURDES B. CANO**  
Dir. ODAHRD

VERIFIED BY: \_\_\_\_\_