



VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte



October 2, 19 87

Ms. ANALITA P. ABELLA

c/o ViSCA

Baybay, Leyte

Sir/Madam:

You are hereby appointed INSTRUCTOR

with compensation at the rate of
Twenty Seven Thousand Four Hundred Seventy Five & Eighty PESOS (P 27,475.80)
per annum, effective November 1, 1987 Centavos

(state nature of appointment whether original, renewal, promotion, transfer, reinst., etc)

Temporary
(State employment status whether temporary, substitute, permanent or provisional in case of teachers).

None
(Name and status of former incumbent, if there is any. Example: Fe Uy, resigned, promoted, etc.)

Position to be filled:

Very truly yours,
By Authority of the Board of Trustees:

Old Item No. 6-123 Page _____
Approp. Act BP Blg 879
New Item No. 6-105 Page _____
Approp. Act E.O. 87

M. R. VILLANUEVA
President

Civil Service Eligibility:

Title of Exam. Taken None Required
Place of Examination NA
Date of Examination NA

CERTIFICATION

This is to certify that all requirements and supporting papers pursuant to MC No. 6, 1985, have been complied with, reviewed and found to be in order.

Highest Educational Attainment:

BS in Agribusiness

TERESITA A. LAO

Personnel Officer/Administrative Officer

Latest salary received:

P 27,475.80 p.a. Effective 3-1-87

Maiden Name, if married:

NA

CERTIFICATION

This is to certify that the appointee has been screened and found qualified by the Promotion/Personnel Selection Board.

RECOMMENDED BY:

CAMILLO D. VILLANUEVA

Head- Dept. of Ag.

Economics & Agribusiness

Chairman P/PS Board

DO NOT FILL SPACE BELOW

(FOR CIVIL SERVICE COMMISSION ACTION)

- ☒ APPROVED as
☐ Probationary (for six months)
☒ Temporary (0)
☐ Permanent
☐ Co-Terminous
☐ For period of actual services rendered

- RA 4670
☐ Provisional (Substitute)
☐ Temporary under Section 3 (Substitute)
☐ Regular (Permanent)
☐ Permanent under Section 5
☐ Action reconsidered/amended per _____ Indorsement date _____

- ☐ DISAPPROVED
____ Lacks approp. eligibility
____ Educ/trng/exp requirements not met
____ List of _____ eligibles attached from which selection may be made to replaced appointee.

DATE: _____

INITIAL: _____

RELEASED # _____

RECEIVED BY _____

WENCESLAO B. VANILLA
CHIEF PERSONNEL SPECIALIST
(AUTHORIZED OFFICIAL)

PLEASE SEE BACK PAGE

NOTATIONS

- a. Effective _____, the effective date of appointee's eligibility under R.A. 1080/PD 907/PD 997/PD 1408.
- b. Effective _____, the date of release of appointee's eligibility.
- c. If effectivity date is upon assumption of duties, appointment should be made:
☐ effective not earlier than _____, the date of issuance of appointment.
☐ effective _____, the date appointee actually assumed duties of the position.
- d. Co-terminous with the term of Office of _____
- e. This appointment is effective for one (1) year and will expire on _____ unless sooner terminated.
- f. Eligibility is not appropriate for the position.
- g. Appointee has not qualified in any civil service examination.
- h. Subject to the outcome of the appeal of the former incumbent, under Exec-Order No. 17, if any.
- i. Without prejudice to the final outcome of the protest filed against this appointment.
- j. Provided that the separation of former incumbent is in order.
- k. Subject to the provisions of MC86-05 dated March 4, 1988 of the MLG.
- l. Subject to the limitations of Section 47 of P.D. 807.
- m. For non-plantilla positions, as _____ at _____
per OCPC _____ Indorsement dated _____ attached to the appointment of _____.
- n. Others _____

o. Provided that there is no pending administrative case against the appointee, no pending protest against this appointment, nor any decision by competent authority that will adversely affect the approval of this appointment.

Analista P. Abella
Name of Appointee

Instructor - P27,475.80
Position and Salary

ViSCA, Baybay, Leyte
Office/Agency

November 11, 1987
Effective Date

ANY ERASURE OR ALTERATION OF THE ACTION TAKEN BY THE CIVIL SERVICE COMMISSION ON THE APPOINTMENT SHALL INVALIDATE THE SAME UNLESS SUCH ALTERATIONS(S) HAS/HAVE BEEN CONFIRMED IN A WRITTEN COMMUNICATION BY THE CSC.

DO NOT FILL BELOW THIS LINE

WENCESLAO B. VALLILA
CHIEF PROBATION SPECIALIST