CS Form No. 34-B
Revised 2017

For Accredited/Deregulated
National Government Agencies/ Government-Owned or
Controlled Corporations/ State Universities and Colleges
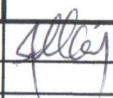
(Stamp of Date of Receipt)

VISAYAS STATE UNIVERSITY
VSU, Baybay City, Leyte
(Name of Agency)

PLANTILLA OF CASUAL APPOINTMENT

Department/Office: Institute of Tropical Ecology & Environmental Management

Source of Funds: A.III.b.1

	NAME OF APPOINTEE/S				POSITION TITLE (Do not abbreviate)	EQUIVALENT SALARY/ JOB/ PAY GRADE	DAILY WAGE	PERIOD OF EMPLOYMENT		NATURE OF APPOINTMENT	ACKNOWLEDGEMENT OF APPOINTEE/S	
	Last Name	First Name	Name Extension (Jr/III)	Middle Name				From (mm/dd/yyyy)	To (mm/dd/yyyy)	(Original/ Reappointment/ Reemployment)	Signature	Date Received
1	ALKUINO	NOEL		MASCARIÑAS	Administrative Aide III	SG-3	P 517.59	01/01/2018	6/30/2018	Reappointment	*(sig)*	1/18/18
2												
3												
4												
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10												
11												
12												
15												

The abovenamed personnel are hereby hired/appointed as casuals at the rate of compensation stated opposite their names for the period indicated. It is understood that such employment will cease automatically at the end of the period stated unless renewed. Any or all of them may be laid-off any time 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 and supporting documents pursuant to CSC MC No. 24, 2017 have been complied with, reviewed and found in order.

LOURDES B. CANO
Highest Ranking HRMO

Date: 1/3/2018

APPOINTING OFFICER / AUTHORITY:

EDGARDO E. TULIN
(Position)

Date: 1/3/2018

ACCREDITED PURSUANT TO:

CSC Resolution No.: 1400350

Date : 3/3/2014

CSC/HRMO NOTATION

ACTION ON APPOINTMENTS				Recorded by
☐ **Validated per RAI for the month of** _____				
☐ **Invalidated per CSCRO/FO letter dated** _____				
☐ **Appeal**		DATE FILED	STATUS	
	☐ CSCRO/ CSC-Commission			
☐ **Petition for Review**				
	☐ CSC-Commission			
	☐ Court of Appeals			
	☐ Supreme Court			: