

Republic of the Philippines
Visayas State University
Baybay , Leyte

PLANTILLA OF CASUAL APPOINTMENT

Department/Div. : University Library

Source of Funds: A.II. a
Date Prepared by: ODAHRD 07/01/16

Name of Appointee/s	Position	Level	S G	Daily Wage/ Salary	Period of Employment		If renewal (include date of previous employment)
					From	To	
OT, TIRSO E. JR. DAG-UMAN, MICHAEL D.	Administrative Aide I	1	1	P 430.81	July 1, 2016	December 31, 2016	Jan. 1, 2016 –June 30, 2016
	Administrative Aide i	1	1	P 430.81	July 1, 2016	December 31, 2016	Jan. 1, 2016 -June 30, 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
07/01/16

APPROVED:

EDGARDO E. TULIN
Appointing Authority
07/01/16

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
05/31/16 IN CSC BULLETIN PURSUANT TO
CSC MC NO.20,S. 2002.

LOURDES B. CANO
Dir. ODAHRD

VERIFIED BY: _____