

Republic of the Philippines  
**Visayas State University**  
Baybay , Leyte

**PLANTILLA OF CASUAL APPOINTMENT**

Department/Div. Personnel Records & Performance Evaluation Office

Source of Funds: A.I. a

Date Prepared by: ODAHRD 0701/11

| Name of Appointee/s | Position              | Level | S<br>G | Daily Wage/<br>Salary | Period of Employment |               | If renewal (include date of<br>previous employment) |
|---------------------|-----------------------|-------|--------|-----------------------|----------------------|---------------|-----------------------------------------------------|
|                     |                       |       |        |                       | From                 | To            |                                                     |
| GRAVADOR, Merle N.  | Administrative Aide I | 1     | 1      | P 311.91              | July. 1, 2011        | Dec. 31, 2011 | Jan. 1- June 30, 2011                               |

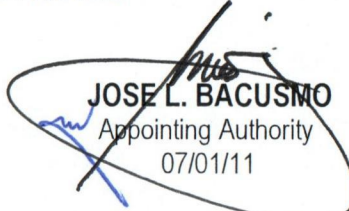
The above named personnel is hereby hired/appointed as casuals at the rate opposite his/her name for the period indicated. It is understood that such employment cease automatically at the end of the period stated unless renewed. Any or all of them may be laid-off anytime before the expiration of the 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.

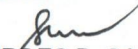
  
**LOURDES B. CANO**  
Director, ODAHRD  
07/01/11

**APPROVED:**

  
**JOSE L. BACUSMO**  
Appointing Authority  
07/01/11

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  
03/15/2011 IN **CSC BULLETIN** PURSUANT TO  
CSC MC NO.20,S. 2002.

  
**LOURDES B. CANO**  
Dir. ODAHRD

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