Republic of the Philippines Visayas State University Baybay City, Leyte

PLANTILLA OF CASUAL APPOINTMENT

Source of Funds: A.III.b.1

Date Prepared by HRMO: 07/01/08

Department/Div.: LSU Laboratory High School

J			Daily Wage/ Salary	Period of Employment		If renewal (include date of
Name of Appointee/s Position	Level	SG		From	То	previous employment)
Administrative Aide III Administrative Aide III	1	3 3	P 301.95 P 301.95	July 1, 2008 July 1, 2008	Dec. 31, 2008 Dec. 31, 2008	Jan. 1- June 30, 2008 Jan. 1- June 30, 2008
	Administrative Aide III	Position Level Administrative Aide III 1	Position Level SG Administrative Aide III 1 3	Position Level SG Daily Wage/Salary Administrative Aide III 1 3 P 301.95	Position Level SG Salary Period of E Salary Administrative Aide III 1 3 P 301.95 July 1, 2008	Position Level SG Salary Period of Employment From To Administrative Aide III 1 3 P 301.95 July 1, 2008 Dec. 31, 2008

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.

Endly was

TERESITA L. QUIÑANOLA Supervising Adm. Officer 07/01/08 APPROVED:

JOSÉ L. BACUSMO Appointing Authority 07/01/08 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 **06/13/08** IN **CSC BULLETIN** PURSUANT TO CSC MC NO.20,S. 2002.

DATE TERESITA L. QUIÑANOLA HRMO/PO

Employ to Options

VERIFIED BY: _____