



VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

February 11, 1991

MR. JUNITO A. PANONCE

ViSCA
Baybay, Leyte

Sir/Madam:

You are hereby appointed - GUIDANCE COUNSELOR I -

with compensation at the rate of
Thirty-Seven Thousand Two Hundred Twenty-Four PESOS (P 37,224.00 )
per annum, effective February 11, 1991

ORIGINAL

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

Temporary

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

Vice: Fe Geneberth R. Montes - Transfer

(Name and status of former incumbent,
if there is any. Example: Fe Uy, resigned,
promoted, etc.)

Position to be filled:

Old Item No. Page

Approp. Act

New Item No. 148-1 Page

Approp. Act RA 6831

Civil Service Eligibility:

Title of Exam. Taken

Place of Examination

Date of Examination

Highest Educational Attainment:

Latest salary received:

P p.a. Effective

Maiden Name, if married:

RECOMMENDED BY:

[Signature]

PERLA M. TAN

Director, Office of Student
Affairs

Very truly yours,

By Authority of the Board of Trustees:

M. R. VILLANUEVA
President

CERTIFICATION

This is to certify that all requirements
and supporting papers pursuant to MC No.
6, 1987, have been complied with, reviewed
and found to be in order.

TERESITA L. QUINANOLA
Personnel Officer

CERTIFICATION

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

RODOLFO E. ESCALADA
Chairman AP Board

DO NOT FILL SPACE BELOW

( FOR CIVIL SERVICE COMMISSION ACTION)

- APPROVED as
Probationary (for six months)
Temporary
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.

EUGENIO A. GOBOY
DIRECTOR III

AUTHORIZED OFFICIAL



# 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 2/11/92 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~~ <sup>transfer</sup> 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 \_\_\_\_\_ attached to the appointment per OCPC \_\_\_\_\_ Indorsement dated \_\_\_\_\_ of \_\_\_\_\_
- n. Others Pending TO OFFICIAL VERIFICATION OF ELIGIBILITY
- 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.

Junito A. Panancee  
Name of Appointee

Guidance Counselor I - P37,224.00  
Position and Salary

ViSCA Baybay Leyte  
Office/Agency

February 11, 1991  
Effective Date

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

DO NOT FILL BELOW THIS LINE

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