



Office of the Secretary of the University
and of the Board of Regents

EXCERPT FROM THE APPROVED MINUTES OF THE
18th LSU Board of Regents Meeting
27 October 2004 * LNU, Tacloban City

Change of Employment Status of Some
Administrative Staff from Casual to Permanent

Board Resolution No. 70, s. 2004

Confirming the change of employment status of the following
administrative staff from casual to permanent, subject to existing rules
and regulations.

Name	Position
1. Braganza, Teodora Doris P.	Public Health Nurse (SG 12)
2. Manla, Noel M.	Welder I (SG 06)
3. Abanera, Teofilo C.	Utility Worker II
4. Maranguit, Norberto J.	-do-

BOARD ACTION: **CONFIRMED**

Date : 27 October 2004

ATTACHMENT: **K**

Certified True and Correct:


DANIEL M. TUDTUD JR.
Board Secretary

cc: HRMO 



LEYTE STATE UNIVERSITY

6521-A Visca, Baybay, Leyte, Philippines

Office of the University President

27 October 2004

**The Honorable Chairman and
Members of the LSU Board of Regents**


Ladies/Gentlemen:

I am hereby endorsing the recommendations for the **“Change of Employment Status of the following Administrative Personnel from Casual to Permanent”**, effective on the dates specified. The recommendations were prepared by the Human Resource Management Office (HRMO), approved and endorsed by the University Non-Academic Personnel Board (UNAPB), subject to existing rules and regulations.

<u>NAME OF EMPLOYEE</u>	<u>POSITION</u>
1. BRAGANZA, Teodora Doris P.	Public Health Nurse (SG 12)
2. MANLA, Noel M.	Welder I (SG 06)
3. ABANERA, Teofilo C.	Utility Worker II
4. MARANGUIT, Norberto J	Utility Worker II

I am, therefore, recommending the same **FOR CONFIRMATION** by the Board of Regents.

Very truly yours,


PACIENCIA P. MILAN
President

BOARD ACTION : _____
DATE : 27 October 2004

LEYTE STATE UNIVERSITY

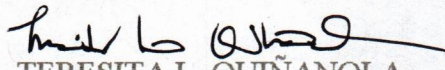
Visca, Baybay, Leyte

ADMINISTRATIVE STAFF RECOMMENDED FOR REGULAR APPOINTMENT

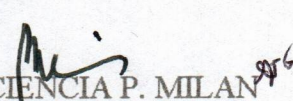
FOR BOARD OF REGENTS CONFIRMATION

	<u>Name</u>	<u>Position</u>	<u>Effectivity</u>
1.	Braganza, Teodora Doris P.	Public Health Nurse 1 (SG-12) ViSCAB-PHN1-1-98	Aug. 16, 2004
2.	Manla, Noel M.	Welder 1 (SG-06) ViSCAB-WELD2-2-02	Sept. 1, 2004

Submitted by:


TERESITA L. QUINANOLA
HRMO IV
091404


Noted:


PACIENCIA P. MILAN
President

Excerpt from the approved minutes of the Non-Academic Board Meeting held at the office of the Vice President for Admin. & Finance dated July 14, 2004.

1. Submission by the Preliminary Screening Committee for Administrative Staff of the ranking of candidates for the following vacant position:
 - A. Public Health Nurse 1
 1. Braganza, Teodora Doris P.
 2. Piad, Ma. Theresa G.
 3. Gorre, Norita E.
 4. Ramirez, Jennifer A.
 5. Loreto, Ma. Rutzie A.
 - B. Welder 1
 1. Manla, Noel M.
 2. Orendain, Edwin V.

NAPB Action: Recommending the top ranking candidates to the said vacant positions to take effect upon approval by the President. It is also recommended that the second ranking candidates shall be hired on casual status vice the recommendees who are promoted to the regular positions if casual status are acceptable to them. For the Public Health Nurse 1, the third ranking candidate will be taken in, if the second ranking candidate will not accept the casual status.


TERESITA L. QUINANOLA
NAPB Secretary

orig.

LEYTE STATE UNIVERSITY

Baybay, Leyte

ADMINISTRATIVE STAFF RECOMMENDED FOR REGULAR APPOINTMENT

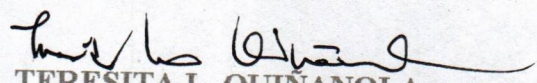
FOR BOARD OF REGENTS CONFIRMATION

<u>Name</u>	<u>Position</u>	<u>Effectivity</u>
1. Abanera, Teofilo C.	Utility Worker II (Administrative Aide III)	After the authority is granted by CSC.
2. Maranguit, Norberto J.	Utility Worker II (Administrative Aide III)	After the authority is granted by CSC.

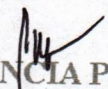
Note:

Recommendation has been passed through the Non-Academic Personnel Board dtd September 23, 2004 at 2:20 p.m.

Submitted by:


TERESITA L. QUINANOLA
HRMO IV
101304

Noted:

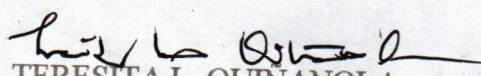

PACIENCIA P. MILAN
President

EXCERPTS FROM THE APPROVED MINUTES OF THE NON-ACADEMIC PERSONNEL BOARD MEETING HELD AT THE OFFICE OF THE VICE PRES. FOR ADMIN & FINANCE DTD Sept. 23, 2004

5. Recommendation of Mr. Mario E. Baliad, Landscape in-charge to appoint Messrs Teofilo C. Abanera and Norberto Maranguit as Utility Worker II (Administrative Aide III) on permanent status vice Messrs Patrocinio Gofredo and Bonifacio Oquias, Sr. who retired from the service.

NAPB Action:

Recommending approval to take effect after the authority is granted by the Civil Service Commission. The NAPB deemed it not necessary for the Preliminary Screening Committee to interview the two applicants since there are only two existing casual landscape laborers who will qualify based on the exemption cited in RA 7430. The two recommendees had been working at the landscape section for more than 20 years already.


TERESITA L. QUINANOLA
NAPB Secretary