

REPORT ON APPOINTMENTS ISSUED (RAI)  
For the month of December 2023

DEC 14 2023 12:59

Date received by CSC FO: \_\_\_\_\_

AGENCY: DEPARTMENT OF EDUCATION - DIVISION OF PANABO CITY

CSC Resolution No: 2300756, s. 2023

CSC FO In-charge: \_\_\_\_\_

Genie JR Villanueva  
SL HR Specialist

- INSTRUCTIONS:
- (1) Fill-out the data needed in the form completely and accurately.
  - (2) Do not abbreviate entries in the form.
  - (3) Accomplish the Checklist of Common Requirements and sign the certification.
  - (4) Submit the duly accomplished form in electronic and printed copy (2 copies) to the CSC Field Office-In-Charge together with the original CSC copy of appointments and supporting documents within the 30th day of the succeeding month.

Pertinent data on appointment issued

Date Issued/ Effectivity (mm/dd/yyyy)	NAME OF APPOINTEE/S				POSITION TITLE (Indicate parenthetical title if applicable)	ITEM NO.	SALARY/ JOB/ PAY GRADE	SALARY RATE (Monthly)	EMPLOYMENT STATUS	PERIOD OF EMPLOYMENT (for Temporary, Casual/ Contractual Appointments) (mm/dd/yyyy to mm/dd/yyyy)	NATURE OF APPOINTMENT	PUBLICATION		CSC ACTION			Agency Receiving Officer
	Last Name	First Name	Name Extension (Jr./III)	Middle Name								DATE Indicate period of publication (mm/dd/yyyy to mm/dd/yyyy)	MODE (CSC Bulletin of Vacant Positions, Agency Website, Newspaper, etc)	V-Validated INV- Invalidated N-Noted	Date of Action (mm/dd/yyyy)	Date of Release (mm/dd/yyyy)	
(1)	(2)				(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
1	11/3/2023	JADULCO	JOHN DARWIN	n/a	MONTOYA	ADMINISTRATIVE ASSISTANT III	OSEC-DECSB-ADAS3-750344-2018	9-1	21,211.00	PERMANENT	n/a	PROMOTION	02/06-20/2023	CSC Job Portal			
2	11/6/2023	RONQUILLO	JANET	n/a	FLOR	TEACHER I	OSEC-DECSB-TCH1-774374-1998	11-1	27,000.00	PERMANENT	n/a	ORIGINAL	05/08-25/2023	CSC Job Portal			
3	***nothing follows***																
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CERTIFICATION:

This is to certify that the information contained in this report are true, correct and complete based on the Plantilla of Personnel and appointment/s issued.

RAUL E. GACUS  
HRMO

CERTIFICATION:

This is to certify that the appointment/s issued is/are in accordance with existing Civil Service Law, rules and regulations.

JINKY B. FIRMAN, PhD, CESO VI  
Agency Head or Authorized Official

Post-Audited by: \_\_\_\_\_

\_\_\_\_\_  
CSC Official

For CSC Use Only:

REMARKS/COMMENTS/RECOMMENDATIONS (e.g. Reasons for invalidation):