



BUREAU OF CUSTOMS

Professionalism Integrity Accountability



NOTICE TO ALL APPOINTEES TO VARIOUS POSITIONS IN THE BUREAU OF CUSTOMS

CONGRATULATIONS!

We wish to inform you of the issuance of your respective appointments to the following positions:

NO.	NAME	POSITION AND SALARY GRADE	PLACE OF ASSIGNMENT
1	Mengullo, Jonathan De Asas	Attorney V/ SG-25	Intelligence and Prosecution Division, Intelligence Group
2	Campo, Gerardo Añora	Collector of Customs III/ SG-23	Subport of Mactan, Port of Cebu
3	Guro, Nasrudin Diampuan	Collector of Customs III/ SG-23	Subport of Iligan, Port of Cagayan De Oro
4	Mercado, Karin Mae Saynes	Collector of Customs II/ SG-22	Sub-port of North Harbor, Manila International Container Port
5	Dela Cruz, Lady Fatima Hidalgo	Management and Audit Analyst IV/ SG-22	Planning and Policy Research Division, Internal Administration Group
6	Cruz, Ma. Delia Remly Ojeda	Administrative Officer V/ SG-18	General Services Division, Internal Administration Group
7	Garlando, Jessil Felisario	Administrative Officer V/ SG-18	Public Information and Assistance Division, Internal Administration Group
8	Cleofas, Monique Espinas	Administrative Officer IV/ SG-15	Budget Division, Internal Administration Group
9	Noronio, Karren April Agbin	Administrative Officer IV/ SG-15	Public Information and Assistance Division, Internal Administration Group
10	Rubio, Ronin Mark Javier	Administrative Officer IV/ SG-15	General Services Division, Internal Administration Group
11	David, Dana Marian Collado	Administrative Officer III/ SG-14	Customs Postal Office, Port of Manila

*** nothing follows ***

Tel. Nos 527-4537, 527-1935

Website: www.customs.gov.ph Email: Boc.cares@customs.gov.ph

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In view of the declaration of a State of Public Health Emergency in the country, and the on-going implementation of the Luzon-wide Enhanced Community Quarantine, the Oath Taking Ceremony of the appointees concerned shall be deferred.

Assumption to their respective offices of assignment, on the other hand, will be authorized upon the receipt of the appointees of the copy of Notices of Appointment from the Human Resource Management Division.

Relative thereto, the HRMD shall furnish the appointees concerned with copies of the following documents through the e-mail addresses indicated in the Personal Data Sheets filed at the HRMD:

1. Notice of Appointment; and
2. Checklist of requirements for the attestation of appointment by the Civil Service Commission (CSC).

The appointees concerned shall acknowledge the receipt of said documents for documentation purposes.

Please be reminded of the following relative provisions of the CSC Memorandum Circular No. 14, s. 2018 (*2017 Omnibus Rules on Appointments and Other Human Resource Actions, Revised 2018*),

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"If the appointee has taken his/her oath office and assumed the duties of the position, he/she shall be entitled to receive his/her salary at once without awaiting the approval/validation of his/her appointment by the Commission."

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"An appointment issued by the appointing officer/authority may be cancelled if the appointee does not assume office or report to duty within thirty (30) calendar days from receipt of the written notice of the appointment."

For further details and clarifications, please contact the HRMD immediately at (02) 527-1944 or 527-3622 or send an e-mail to: hrmd@customs.gov.ph.

Thank you.

Very truly yours,

(original signed)

ATTY. KRIDEN F. BALGOMERA

Chief

Human Resource Management Division

South Harbor, Gate 3, Port Area, Manila 1099

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