



**NOTICE TO ALL SELECTED CANDIDATES FOR APPOINTMENT**  
**TO VARIOUS POSITIONS IN THE BUREAU OF CUSTOMS**

**CONGRATULATIONS!**

We wish to inform you of your selection for appointment to the following positions:

<b>NO.</b>	<b>NAME</b>	<b>POSITION AND SALARY GRADE</b>	<b>PLACE OF ASSIGNMENT</b>
1	Lazaga, Cyrruss Jay Gillera	Administrative Aide IV / SG-4	Liquidation and Assessment Audit Division, Revenue Collection Monitoring Group
2	Princesa, Kathrina Shiela Tuazon	Administrative Assistant II / SG-8	Manila International Container Port
3	Dabasel, Jon Ramon Alfonso	Administrative Officer I / SG-10	Customs Police Division, Enforcement Group
4	Aggabao, Aressa Marie Roman	Administrative Officer I / SG-10	Audit Division 3, Post Clearance Audit Group
5	Tañare, Alxyna Hazel Castro	Administrative Officer I / SG-10	Audit Division 2, Post Clearance Audit Group
6	Prieto, John Arman Manimbo	Administrative Officer I / SG-10	Manila International Container Port
7	Pelaez, Kayzel Salvador	Administrative Officer II / SG-11	Port of Zamboanga
8	Adal, Neroh Eslaban	Customs Operations Officer I / SG-11	Manila International Container Port
9	Cayetano, Alejandro Jr. Edrigo	Customs Operations Officer I / SG-11	Manila International Container Port
10	Dipasupil, Darren Solsona	Customs Operations Officer I / SG-11	Manila International Container Port
11	Tañada, Noel Lorenzo Zoleta	Customs Operations Officer I / SG-11	Port of Batangas
12	Basher, Abdull Allan Gale	Customs Operations Officer I / SG-11	Subport of Pulupandan, Port of Iloilo
13	Napuli, Raezsha Mae Concepcion	Customs Operations Officer I / SG-11	Subport of San Jose, Port of Tacloban
14	Paningbatan, Arjay Portugal	Customs Operations Officer I / SG-11	Port of Tacloban
15	Dela Cruz, Sarah Orendain	Customs Operations Officer I / SG-11	Subport of Mariveles, Port of Limay
16	Camangeg, Franc Anthony Oducayen	Customs Operations Officer I / SG-11	Subport of Laoag International Airport, Port of Aparri



NO.	NAME	POSITION AND SALARY GRADE	PLACE OF ASSIGNMENT
17	Dimayuga, Paul Vincent Rosita	Warehouseman III / SG-11	Ninoy Aquino International Airport
18	Orbon, Ferdinand Malco	Warehouseman III / SG-11	Ninoy Aquino International Airport
19	Martinez, Ma. Carmela Theresita Ginete	Warehouseman III / SG-11	Port of Batangas
20	Tampis, Glen Hernandez	Customs Operations Officer II / SG-13	Port of San Fernando

**\*\*nothing follows\*\***

Relative thereto, the Human Resource Management Division (HRMD) shall furnish the appointees concerned with the **Checklist of requirements for the attestation of appointment by the Civil Service Commission (CSC)** via electronic mail. Appointees concerned must submit the complete documents indicated therein to the HRMD Office not later than **April 1, 2022**.

Note that only the appointments of those whose requirements are complied with as instructed shall be processed. Further, the distribution of Notices of Appointment for acknowledgement of the appointees concerned shall be on **April 6, 2022**. Assumption to their respective offices of assignment will be authorized upon the receipt of the appointees of the written copy of Notices of Appointment from the HRMD.

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."*

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Should there be concerns and/or clarifications, please contact Ms. Krizel Joyce C. Rivera at 0977-246-6883. Thank you.

Very truly yours,

**(original signed)**  
**KHRISTINE JANE V. MELENCIO**  
 Acting Chief  
 Human Resource Management Division