



Republic of the Philippines
Department of Finance
BUREAU OF CUSTOMS
1099 Manila

**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 on the dates specified below:

NO.	NAME	POSITION AND SALARY GRADE	PLACE OF ASSIGNMENT	DATE OF APPOINTMENT
1	Bingcang, Maria Anabelle Grate	Administrative Aide IV (SG 4)	Port of Subic	May 31, 2019
2	Curutan, Galdys Shiela Cudiamat	Administrative Aide IV (SG 4)	Manila International Container Port	May 17, 2019
3	De Guzman, Jeanne Davocol	Administrative Aide IV (SG 4)	Manila International Container Port	May 17, 2019
4	Dela Cerna, Marilou Regidor	Administrative Aide IV (SG 4)	Manila International Container Port	May 17, 2019
5	Doon, Kathlene Erguiza	Administrative Aide IV (SG 4)	Port of Manila	April 26, 2019
6	Hernandez, Soraida Asgari	Administrative Aide IV (SG 4)	Manila International Container Port	May 17, 2019
7	Japson, Judy Reyes	Administrative Aide IV (SG 4)	Port of Manila	April 26, 2019
8	Abordo, Francis Libra Sumamban	Security Guard II (SG 5)	Port of Davao	May 31, 2019
9	Comia, Temenie Tagle	Security Guard II (SG 5)	Ninoy Aquino International Airport	April 26, 2019
10	Cudilla, Ramon Sanama	Security Guard II (SG 5)	Manila International Container Port	May 17, 2019
11	Ferrer, Don Magno	Security Guard II (SG 5)	Port of Manila	April 26, 2019
12	Fernandez, Sanny Lyn De Leon	Security Guard II (SG 5)	Ninoy Aquino International Airport	April 26, 2019
13	Francisco, Judy Ann De Guzman	Security Guard II (SG 5)	Ninoy Aquino International Airport	April 26, 2019
14	Hilario, Rizza Mari Burgos	Security Guard II (SG 5)	Ninoy Aquino International Airport	April 26, 2019
15	De Leon, Arlie Ann Rayoso	Security Guard II (SG 5)	Manila International Container Port	May 17, 2019
16	Longboy, Ferry Joy Ignacio	Security Guard II (SG 5)	Ninoy Aquino International Airport	April 26, 2019
17	Lorenzo, Michael Dennis Soriano	Security Guard II (SG 5)	Manila International Container Port	May 17, 2019
18	Pasay, Clayd Angelo Torremonia	Security Guard II (SG 5)	Sub-port of Dadiangas, Port of Davao	May 31, 2019



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19	Quinatac-an, Jovy Echauri	Security Guard II (SG 5)	Sub-port of Dadiangas, Port of Davao	May 31, 2019
20	Rojo, Ace Estomo	Security Guard II (SG 5)	Port of Manila	April 26, 2019
21	Ronquillo, Rosemarie Ann Nolasco	Security Guard II (SG 5)	Ninoy Aquino International Airport	April 26, 2019
22	Santos, Rhundy Yel Cillo	Security Guard II (SG 5)	Ninoy Aquino International Airport	April 26, 2019
23	Soriano, Edgardo De Jesus	Security Guard II (SG 5)	Ninoy Aquino International Airport	April 26, 2019
24	Sotto, Joyce Ortile	Security Guard II (SG 5)	Ninoy Aquino International Airport	April 26, 2019
25	Suan, Vaneza Amor Caballero	Security Guard II (SG 5)	Port of Davao	May 31, 2019
26	Torno, Maribel Agoylo	Security Guard II (SG 5)	Manila International Container Port	May 17, 2019
27	Valle, Paolo Cabangangan	Security Guard II (SG 5)	Port of Manila	April 26, 2019
28	Aruta, Steccey-Ann Miralles	Administrative Aide VI (SG 6)	Budget Division, Internal Administration Group	May 31, 2019
29	Bacala, Felix Obligado	Administrative Aide VI (SG 6)	Manila International Container Port	May 31, 2019
30	Basit, Mary Grace Pakilit	Administrative Aide VI (SG 6)	Port of Davao	May 31, 2019
31	Baura, John Carlo Molina	Administrative Aide VI (SG 6)	Human Resource Management Division, Internal Administration Group	May 17, 2019
32	Bersaba, Aldrin Roxas	Administrative Aide VI (SG 6)	Human Resource Management Division, Internal Administration Group	May 17, 2019
33	Camandero, Danilo Baldemor	Administrative Aide VI (SG 6)	Ninoy Aquino International Airport	May 31, 2019
34	Celeste, Honey Rose Bernos	Administrative Aide VI (SG 6)	Port of Manila	May 17, 2019
35	Dimayuga, Diana Tenorio	Administrative Aide VI (SG 6)	Sub-port of North Harbour, Manila International Container Port	May 17, 2019
36	Diño, Ann Margrette Alfaro	Administrative Aide VI (SG 6)	Trade Information Analysis Division I, Post Entry Audit Group	May 17, 2019



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37	Dollete, Ana Marie Jurilla	Administrative Aide VI (SG 6)	Port of Manila	May 17, 2019
38	Fajardo, Jeanne Paula Cabugao	Administrative Aide VI (SG 6)	Customs Postal Office, Port of Manila	May 17, 2019
39	Landero, Charlene Mae Falloran	Administrative Aide VI (SG 6)	Ninoy Aquino International Airport	May 31, 2019
40	Lee, Bettina Arra Zurbito	Administrative Aide VI (SG 6)	Management and Technical Staff, Office of the Commissioner	May 17, 2019
41	Maniaol, Rosalia Pangilinan	Administrative Aide VI (SG 6)	Ninoy Aquino International Airport	May 31, 2019
42	Manuel, Jeraldine Ambrocio	Administrative Aide VI (SG 6)	Appellate Division, Legal Service, Revenue Collection Monitoring Group	May 17, 2019
43	Mendoza, Renen Bool	Administrative Aide VI (SG 6)	Port of Batangas	May 31, 2019
44	Patawaran, Nikka Anne Gonzalvo	Administrative Aide VI (SG 6)	Ruling and Research Division, Legal Service, Revenue Collection Monitoring Group	May 17, 2019
45	Pilapil, Freycy Ledesma	Administrative Aide VI (SG 6)	Customs Postal Office, Port of Manila	
46	Placio, Nica Vina	Administrative Aide VI (SG 6)	Central Records Management Division, Internal Administration Group	May 31, 2019
47	Reyes, Maria Lariza Rodriguez	Administrative Aide VI (SG 6)	Liquidation Assessment and Audit Division, Revenue Collection Monitoring Group	May 31, 2019
48	Salvador, Edvincent Aeros Lizardo	Administrative Aide VI (SG 6)	Budget Division, Internal Administration Group	May 31, 2019
49	Umali, Ludwig Guerrero	Administrative Aide VI (SG 6)	Management and Technical Staff, Assessment & Operations Coordinating Group	May 17, 2019
50	Villavicencio, Marvin Ford Paredes	Administrative Aide VI (SG 6)	Port of Subic	May 31, 2019
51	Tanutan, Whylen Deaño	Administrative Assistant II (SG 8)	Port of Davao	April 26, 2019
52	Lumansoy, Jephonie Ganibe	Administrative Officer I (SG 10)	Port of Davao	April 26, 2019



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53	Mondragon, Jean Kharren Diabordo	Administrative Officer I (SG 10)	Ruling and Research Division, legal Service, Revenue Collection Monitoring Group	April 26, 2019
54	Nogaliza, Lourdes Morales	Administrative Officer I (SG 10)	Human Resource Management Division, Internal Administration Group	April 26, 2019
55	Sy, Chucks Vernon Arcilla	Administrative Officer I (SG 10)	Manila International Container Port	April 26, 2019
56	Barcelon, Phoebhis Acuña	Management and Audit Analyst I (SG 11)	Planning and Policy Research Division, Internal Administration Group	April 26, 2019
57	Castilla, Priscilla Jane Fieldad	Management and Audit Analyst I (SG 11)	Planning and Policy Research Division, Internal Administration Group	April 26, 2019
58	Dulay, Ma. Michaela Miranda	Management and Audit Analyst I (SG 11)	Assessment & O Assessment Coordination & Monitoring Division, Assessment and Operations Coordinating Group	April 26, 2019
59	Gonzales, Remy Sangoyo	Management and Audit Analyst I (SG 11)	Bonds Audit Division, Revenue Collection Monitoring Group	April 26, 2019
60	Jimenez, John Paulo Borcena	Management and Audit Analyst I (SG 11)	Planning and Policy Research Division, Internal Administration Group	April 26, 2019
61	Martinez, Rhea Zen Vizconde	Management and Audit Analyst I (SG 11)	Planning and Policy Research Division, Internal Administration Group	April 26, 2019
62	Santicruz, Leona Paula Ranillo	Management and Audit Analyst I (SG 11)	Collection Performance Evaluation Division, Revenue Collection Monitoring Group	April 26, 2019
63	Sulit, Kimberly Joyce Teves	Management and Audit Analyst I (SG 11)	Planning and Policy Research Division, Internal Administration Group	April 26, 2019



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64	Magdaraog, Mae Ann Melgar	Administrative Officer II (SG 11)	Ninoy Aquino International Airport	April 26, 2019
65	Bautista, Edlyn Paula Cauyan	Executive Assistant I (SG 14)	Management and Technical Staff , Revenue Collection Monitoring Group	April 26, 2019
66	Figuro, Rachel Beronque	Executive Assistant I (SG 14)	Management and Technical Staff , Revenue Collection Monitoring Group	April 26, 2019
67	Francisquete, Ruby Jane Sarceno	Executive Assistant I (SG 14)	Ninoy Aquino International Airport	April 26, 2019
68	Omaña, Cherrie Rose Gravamen	Executive Assistant I (SG 14)	Management and Technical Staff, Office of the Commissioner	April 26, 2019
69	Paguio, Gia Alaine Alipio	Executive Assistant I (SG 14)	Management and Technical Staff, Assessment & Operations Coordinating Group	April 26, 2019
70	Nicanor, Lusyl Mary Mitchka Aragdon	Administrative Officer IV (SG 15)	Human Resource Management Division, Internal Administration Group	May 31, 2019
71	Paulite, Jesus Jr. Molina	Administrative Officer V (SG 18)	Budget Division, Internal Administration Group	May 31, 2019
72	Melencio, Khristine Jane Vergara	Administrative Officer V (SG 18)	Human Resource Management Division, Internal Administration Group	May 31, 2019
73	Nartea, Ma. Victoria Mercado	Administrative Officer V (SG 18)	Port of Manila	May 31, 2019
74	Tagabi, Ericson Ambanta	Customs Operations Officer I (SG 11)	Sub-port of Laoag International Airport, Port of Aparri	March 12, 2015

*** nothing follows ***

On **June 10, 2019 (Monday)**, you are directed to be present during the Flag Raising Ceremony at the OCOM Grounds, BOC Compound, Gate 3, South Harbor, Port Area, Manila for your Oath Taking Ceremony. **Please be there in any *White Business Casual Attire* no later than 7:00 a.m.**



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At **09:00 a.m.**, please proceed to the Human Resource Management Division to receive your respective notices of appointment, and checklist of requirements relative to the attestation of your appointment papers by the Civil Service Commission (CSC).

Further, please be reminded of the following relative provisions of the CSC Memorandum Circular No. 24, s. 2017 (*2017 Omnibus Rules on Appointments and Other Human Resource Actions*),

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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 appointment."

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

Thank you.

Very truly yours,

DONATO B. SAN JUAN
Deputy Commissioner
Internal Administration Group