



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
MANILA 1099

**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 date specified below:

NO.	NAME	POSITION AND SALARY GRADE	PLACE OF ASSIGNMENT	DATE OF APPOINTMENT
1	Camacho, Vicente Martin E.	Administrative Aide III/SG-3	Post Clearance Audit Group	November 26, 2019
2	Kanoy, Jay U.	Customs Operations Officer I/SG-11	Sub-port of Claveria, Port of Aparri	November 26, 2019
3	Bayot, Mary Jo Ann M.	Executive Assistant I/SG-14	Enforcement Group	November 26, 2019
4	Tributo, Joyce Denise C.	Executive Assistant I/SG-14	Intelligence Group	November 26, 2019
5	Guerrero, Catherine S.	Management and Audit Analyst II/SG-15	Planning and Policy Research Division, Internal Administration Group	November 26, 2019
6	Alvarez, Lois Ruth A.	Management and Audit Analyst II/SG-15	Planning and Policy Research Division, Internal Administration Group	November 26, 2019
7	Brina, Ginny Ann C	Customs Operations Officer III/SG-16	Sub-port of Claveria, Port of Aparri	November 26, 2019
8	Baviera, Raechelle H.	Customs Operations Officer III/SG-16	Sub-port of Laoag International Airport, Port of Aparri	November 26, 2019
9	Arroyo, Kenneth C.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
10	Bayot, John Rey P.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
11	Dollesin, Jouvani I.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
12	Eviota, Bernavie N.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
13	Lumawag, Charise S.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
14	Mamoyac, Florencio A.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019



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15	Mateo, Charles Almond D.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
16	Medina, Gaudel C.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
17	Salazar, Ma. Karina F.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
18	Seletaria, Salvador Jr. V.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
19	Sta. Cruz, Dante P.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
20	Te, Evelyn S.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
21	Ursabia, Laila S.	Customs Operations Officer IV/SG-18	Post Clearance Audit Group	November 26, 2019
22	Agama, Robinson S.	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
23	Agno, Enrico G.	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
24	Aldave, Marie Minerva B. (Atty)	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
25	Castro, Darwin P.	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
26	Elizes, Ma. Luisa B.	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
27	Mamowalas, Chisa Hasiena C.	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
28	Mendoza, Anthony Joseph M.	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
29	Minardo, Genilyn D.	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
30	Padayao, Keziah Abigail M.	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
31	Principe, Ronie I.	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
32	Sacar, Jemky Flor A.	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
33	Ventura, Ramon A	Customs Operations Officer V/SG-20	Post Clearance Audit Group	November 26, 2019
34	Montallana, Remy L.	Collector of Customs II/SG-22	Sub-port of Jose Panganiban, Port of Legaspi	November 26, 2019
35	Hidalgo, Aristotle A.	Collector of Customs II/SG-22	Sub-port of Siain, Port of Batangas	November 26, 2019
36	Ben – Usman, Mohammad M. (Atty)	Collector of Customs II/SG-22	Sub-port of Parang, Port of Davao	November 26, 2019
37	Oquias, Rechilda T.	Collector of Customs III/SG-23	MIA Airmail Distribution Center, NAIA	November 26, 2019

*** nothing follows **



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On **December 02 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.**

Please proceed to the Human Resource Management Division, 2F OCOM Building, South Harbor, Port Area Manila on the same day at **2:00 p.m.** as regards the distribution of Notices of Appointment and checklist of requirements relative to the attestation of appointment papers by the Civil Service Commission (CSC).

Further, 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 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