

**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:

NO.	NAME	POSITION AND SALARY GRADE	PLACE OF ASSIGNMENT
1	Puno, Bolivar Jr. Enriquez	Special Investigator III / SG-18	Investigation and Prosecution Division, Intelligence Group
2	Surposa, Redford Layno	Special Investigator II / SG-15	Investigation and Prosecution Division, Intelligence Group
3	Boluntate, Leynaro Keith Aldana	Special Investigator I / SG-11	Internal Inquiry and Prosecution Division, Intelligence Group
4	Villela, Elvin Dela Cruz	Special Investigator I / SG-11	Investigation and Prosecution Division, Intelligence Group
5	Andrada, Kurt Ryan Udan	Intelligence Officer I / SG-11	Intelligence Division, Intelligence Group
6	Manquiquis, Ces Nicole Roque	Intelligence Officer I / SG-11	Intelligence Division, Intelligence Group
7	Mendoza, Roy Vincent Arezo	Intelligence Officer I / SG-11	Intelligence Division, Intelligence Group
8	Ortea, Sherly Vargas	Intelligence Officer I / SG-11	Intelligence Division, Intelligence Group
9	Rafols, Aldo Neil Baguio	Intelligence Officer I / SG-11	Intelligence Division, Intelligence Group
10	Rosete, Manfred Concepcion	Intelligence Officer I / SG-11	Intelligence Division, Intelligence Group



11	Relucio, Miguelle Hermosa	Intelligence Officer I / SG-11	Intelligence Division, Intelligence Group
12	Lugtu, Jovan Escueta	Intelligence Officer I / SG-11	Intelligence Division, Intelligence Group
13	Foloso, Marife Vecida	Customs Operations Officer II / SG-13	Port of Clark
14	Geraldez, Pablito Baroman	Customs Operations Officer II / SG-13	Port of Cebu
15	Indol, Karem Abduljabbar Macatbar	Customs Operations Officer II / SG-13	Port of Cagayan De Oro
16	Villarta, David Hart Castigon	Customs Operations Officer II / SG-13	Port of Davao
17	Yutangco, Alvin Jose Andrade	Customs Operations Officer II / SG-13	Port of Tacloban
18	Baruel, Kevin Herediano	Customs Operations Officer I / SG-11	Port of Cebu
19	De Chavez, John Carlo Camalig	Customs Operations Officer I / SG-11	Port of San Fernando
20	Guillermo, Ranzy Jay Jara	Customs Operations Officer I / SG-11	Port of San Fernando
21	Dano, Mery Luz Balili	Customs Operations Officer I / SG-11	Port of Davao
22	Lo, John Kenneth Toroba	Customs Operations Officer I / SG-11	Port of Davao
23	Miole, Hazel Joy Awayan	Customs Operations Officer I / SG-11	Sub-port of Dadiangas, Port of Davao

****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 19, 2023**.

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 24, 2023**. 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 **09772466883**.

Thank you.

Very truly yours,

BOC Human Resource Merit Promotion and Selection Board