

**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	Derilo, Jennifer Joan L.	Administrative Aide I / SG-01	Medical and Dental Division, Internal Administration Group
2	Camonayan, Dianne Ira G.	Administrative Aide IV / SG-04	Financial Management Office
3	Tuble, Apple E.	Administrative Aide IV / SG-04	Budget Division, Financial Management Office
4	Aban, Elorde Jr. M.	Security Guard II / SG-05	Ninoy Aquino International Airport
5	Abella, Rey Jr. S.	Security Guard II / SG-05	Ninoy Aquino International Airport
6	Ampaso, Mohaimen H.	Security Guard II / SG-05	Ninoy Aquino International Airport
7	Ariman, Amenodin M.	Security Guard II / SG-05	Ninoy Aquino International Airport
8	Castillo, Kim Jay R.	Security Guard II / SG-05	Ninoy Aquino International Airport
9	Catibog, Alfred Martin M.	Security Guard II / SG-05	Ninoy Aquino International Airport
10	Dimangadap, Mohamad Al- Anie B.	Security Guard II / SG-05	Ninoy Aquino International Airport

11	Eppie, Najeb D.	Security Guard II / SG-05	Ninoy Aquino International Airport
12	Fabre, Jan Laurenz	Security Guard II / SG-05	Ninoy Aquino International Airport
13	Fronza, Antero R.	Security Guard II / SG-05	Ninoy Aquino International Airport
14	Inguillo, William Anthony	Security Guard II / SG-05	Ninoy Aquino International Airport
15	Ledesma, Allen T.	Security Guard II / SG-05	Ninoy Aquino International Airport
16	Mantala, Ronald M.	Security Guard II / SG-05	Ninoy Aquino International Airport
17	Marquisz, Rochellyn	Security Guard II / SG-05	Ninoy Aquino International Airport
18	Sarmiento, Ivy P.	Security Guard II / SG-05	Ninoy Aquino International Airport
19	Ubalde, Regie Garcia	Security Guard II / SG-05	Ninoy Aquino International Airport
20	Usman, Adil B.	Security Guard II / SG-05	Ninoy Aquino International Airport
21	Valenzuela, Marvin V.	Security Guard II / SG-05	Ninoy Aquino International Airport
22	Abanes, Catherine Kate L.	Administrative Assistant II / SG-08	Human Resource Management Division, Internal Administration Group
23	Abdulmajid, Fatmah A.	Administrative Officer IV / SG-15	Budget Division, Financial Management Office
24	Grande, Shyle Irish T.	Administrative Officer IV / SG-15	Budget Division, Financial Management Office

25	Alviar, Clara Leigh D.	Nurse I / SG-15	Medical and Dental Division, Internal Administration Group
26	Bacal, Joan R.	Nurse I / SG-15	Medical and Dental Division, Internal Administration Group
27	Luminarias, Orland Marc S.	Attorney II / SG-18	Port of Cebu
28	Espina, Vicente Andrew M.	Collector of Customs I / SG-21	Port of Cebu
29	Parado, Ronaldo B.	Supervising Customs Operations Officer / SG-22	Ninoy Aquino International Airport
30	Suyan, Guillermo Jr. S.	Supervising Customs Operations Officer / SG-22	Ninoy Aquino International Airport
31	Valenzuela, Adrian M.	Supervising Customs Operations Officer / SG-22	Ninoy Aquino International Airport
32	Valenzuela, Dianne S.	Supervising Customs Operations Officer / SG-22	Ninoy Aquino International Airport

****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 **September 27, 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 from **October 02 to 04, 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),

xxx

"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.”

xxx

“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.”

xxx

Should there be concerns and/or clarifications, please contact **Ms. Krizel Joyce C. Rivera** at **09772466883**.

Thank you.

Very truly yours,

HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD