

CS Form No. 33-B
Revised 2018



(Stamp of Date of Receipt)

Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 02
Regional Government Center, Carig Sur, Tuguegarao City, Cagayan

Mr./Mrs./ Ms. NHESLIE M. CALATA

You are hereby appointed as Administrative Assistant III (Bookkeeper) (SG-9)
under Permanent status at the Department of the Interior and Local Government with
(Permanent, Temporary, etc) (Office/Department/Unit)
a compensation rate of Nineteen Thousand Five Hundred Fifty-two Pesos (P 19,552.00) per
month.

The nature of this appointment is Original
(Original, Promotion, etc)
vice Eric Avery D. Callangan, who was Promoted
(Transferred, Retired, etc.)

with Plantilla Item No. OSEC-DILGB-ADAS3-103-2010.

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This appointment shall take effect on the date of signing by the appointing
officer/authority.

The appointee is subject to six (6) months probationary period.

Very truly yours,

(sgd.)
JONATHAN PAUL M. LEUSEN, JR., CESO III
Regional Director
Appointing Officer/Authority

February 9, 2021
Date of Signing

Certification

This is to certify that all requirements and supporting papers pursuant to **CSC MC No. 24, s. 2017 as amended** have been complied with, reviewed and found to be in order.

The position was published at CSC Bulletin of Vacant Positions from December 30, 2020 to January 09, 2021 and posted in DILG Regional Office and DILG Provincial Offices in Batanes, Cagayan, Isabela, Nueva Vizcaya and Quirino from December 30, 2020 to January 09, 2021 in consonance with R.A. No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on January 10, 2021

(sgd.)
MARIA LUISA C. DY
HRMO III

Certification

This is to certify that the appointee has been screened and found qualified by the majority of the HRMPSB during the deliberation held on January 22, 2021.

(sgd.)
ELPIDIO A. DURWIN, CESO IV
Assistant Regional Director
HRMPSB Chairperson

CSC/HRMO Notation

ACTION ON APPOINTMENTS			Recorded by
<input type="checkbox"/> Validated per RAI for the month of _____			
<input type="checkbox"/> Invalidated per CSCRO/FO letter dated _____			
<input type="checkbox"/> Appeal	DATE FILED	STATUS	
<input type="checkbox"/> CSCRO/ CSC-Commission			
<input type="checkbox"/> Petition for Review			
<input type="checkbox"/> CSC-Commission			
<input type="checkbox"/> Court of Appeals			
<input type="checkbox"/> Supreme Court			

Original Copy - for the Appointee
Original Copy - for the Civil Service Commission
Original Copy - for the Agency

Acknowledgement

Received original/photocopy of appointment on 2/9/2021

(sgd.)
Appointee