

APPOINTMENT TRANSMITTAL AND ACTION FORM

AGENCY: COMMISSION ON THE FILIPINO LANGUAGE / KOMISYON SA WIKANG FILIPINO

CSCFO In-Charge: _____

OFFICE OF THE PRESIDENT (Malacañang, Man

INSTRUCTIONS:

- (1) Fill-out the data needed in the form completely and accurately.
- (2) Do not abbreviate entries in the form.
- (3) Accomplish the Checklist of Common Requirements and sign the certification.
- (4) Submit the duly accomplished form in electronic and printed copy (2 copies) to the CSC Field Office-In-Charge together with the original copies of appointments and supporting documents.

For CSCRO/FO's Use:
Date Received: _____

No.	NAME OF THE APPOINTEE/S				POSITION TITLE (indicate parenthetical title, if applicable)	SALARY/ JOB/ PAY GRADE	EMPLOYMENT STATUS	PERIOD OF EMPLOYMENT (for Temporary, Casual/ Contractual Appointments) (mm/dd/yyyy to mm/dd/yyyy)	NATURE OF APPOINTMENT	DATE OF ISSUANCE (mm/dd/yyyy)	PUBLICATION		CSC ACTION		I F (mr)
	Last Name	First Name	Name Extension (Jr. / III)	Middle Name							DATE indicate period of publication (mm/dd/yyyy to mm/dd/yyyy)	MODE (CSC Bulletin of Vacant Positions, Agency Website, Newspaper, etc)	A = Approved or D = Disapproved or N - Noted	Date of Action (mm/dd/yyyy)	
1	PELAGIO	EARVIN CHRISTIAN		TRAJANO	Senior Language Researcher	42,159.00	Permanent	Not Applicable	Promotionn	05/07/2020	12/19/19-01/03/20	CSC/KWF Website & KWF Bulletin Boards			
2	GLORY	ROLANDO		TALINGTING	Language Researcher II	29,277.00	Permanent	Not Applicable	Promotionn	05/07/2020	08/08/19-08/19/19	CSC/KWF Website & KWF Bulletin Boards			
3	SEGUI	KIRT JOHN		CANTARA	TRANSLATOR II	22,316.00	Permanent	Not Applicable	Original	05/07/2020	10/25/19-11/04/19	CSC/KWF Website & KWF Bulletin Boards			
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CERTIFICATION

This is to certify that the information contained in this form are true, correct and complete.

[Signature]
JULIO ABRAMOS
Chief Administrative Officer

HRMO

Date: May 7, 2020

REMARKS/COMMENTS/RECOMMENDATIONS: (e.g. Reasons for Disapproval of Appointment)