



Republic of the Philippines  
Department of Education  
Region VIII  
**SCHOOLS DIVISION OF BAYBAY CITY**  
Brgy. Ga-as, Baybay City, Leyte  
**SERVICE RECORD**



Employee No. 6291776

Name: CASTRO MARIAN MERIDA (If married woman, give also maiden name)  
(Family Name) (First Name) (Middle Name)

Birth: August 10, 1983 Abuyog, Leyte (Date herein should be checked from birth  
(Date) (Place) or baptismal certificate or other reliable documents)

THIS IS TO CERTIFY that the employee named above rendered service in this Office as shown by the service records below its line in which is supported by appointment and other papers actually issued by this Office and approved by the authorities concerned.

Inclusive Dates of Service (mm-dd-yy)		Record of Appointment			DepEd/Division Station/Place	Branch	Leave of absence w/o pay	Separation	
From	To	Designation	Status	Salary p.a. (Php)				Date	Cause
07-25-16	12-31-16	Administrative Assistant II	Perm.	184,416	Baybay City NNHS	Nat'l	None		(Original Appointment)
01-01-17	10-29-17	"	Permanent	189,816	"	"	"		(NBC 568)
10-30-17	12-31-17	Administrative Assistant III	"	203,832	"	"	"		(Promotion)
01-01-18	03-21-18	"	"	209,676	"	"	"		(NBC 572)
03-22-18	12-31-18	"	"	209,676	Baybay 1 District	"	"		(Transfer of Station)
01-01-19	12-31-19	"	"	215,700	"	"	"		(NBC 575)
01-01-20	02-16-20	"	"	225,408	"	"	"		(NBC 579)
02-17-20	11-08-20	"	"	225,408	Baybay I CS, etc.	"	(S.O. 012, s. 2020: Transfer of Station)		
11-09-20	12-31-20	Administrative Officer II	"	267,792	"	"	"		(Promotion)
01-01-21	02-07-21	"	"	286,524	"	"	"		(NBC 584)
02-08-21	12-31-21	"	"	286,524	Baybay 1 & 3	"	(S.O. 016, s. 2021: Transfer of Station)		
01-01-22	12-31-22	"	"	305,268	"	"	"		(NBC 588)
01-01-23	11-08-23	"	"	324,000	"	"	"		(NBC 591)
11-09-23	Present	"	"	327,408	"	"	"		SG11, Step 2

Purpose: For NOSI

Issued in compliance with Executive Order No. 54, dated August 10, 1954 and in accordance with Circular No. 58, dated August 10, 1954 of the System.

CERTIFIED CORRECT:

November 29, 2023  
Date

JULIUS CESAR L. DE LA CERNA  
HRMO II