Franciscan College of the Immaculate Conception, Baybay, Leyte, Incorporated
Baybay City, Leyte

July 1, 2020

APPOINTMENT
Academic Year 2020 - 2021

Mr. Marck Andrew S. Galeos
College Faculty
FCIC, Baybay City, Leyte

Dear Mr. Galeos,

You are hereby appointed as <u>**College Faculty**</u>   <u>**Full-time/Probationary**</u> of the Franciscan
                                  (Position Title)   (Status)
College of the Immaculate Conception, Baybay, Leyte, Incorporated, <u>**College Department,**</u> Baybay City, Leyte, in a term of one (1) academic year (August 3, 2020 to May 31, 2021) effective August 3, 2020.
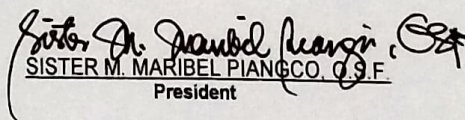
You perform job functions consistent with the Institution's vision and mission statements, philosophies, and core values; ensure that students similarly espouse and operationalize the vision, mission, and values of the school.

Please see the <u>**Dean of the College of Education**</u> for your teaching loads and other possible assignments.

Other Conditions:

1. You hereby agree to attend and participate in faculty meetings, in-service trainings, seminars and other faculty development programs required by the school, including school activities/ functions, in order to continually improve and enhance your effectivity as a Teacher of FCIC. This condition will be deductible in proportion to the number of hours the school expects of your presence and participation.

2. You hereby agree to abide by and follow the policies, rules and regulations and carry out the mission and vision of FCIC.

3. Parties finally agree that the provisions of the Faculty Manual are deemed part of this agreement.

This appointment shall be in effect from the date the appointee affixes his signature.

<u>SISTER M. MARIBEL PIANGCO, O.S.F.</u>
President

TIN : <u>177-251-505-000</u>

Conforme:

<u>MARCK ANDREW S. GALEOS</u>
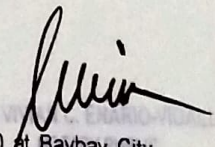Appointee

Date: <u>August 3, 2020</u>

TIN : <u>739-341-390-000</u>

CC.   Dean, College of Education
      Head for Finance
      Head for Human Resources Management and Development

Subscribed and sworn to before me this __2 2 SEP 2020__ day of _____, 2020 at Baybay City,
Leyte, Philippines.

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SERIES OF ____ 2020 ____