

May 7, 1998

MEMORANDUM NO. 45
Series of 1998


T O: Ms. Lourdes B. Cano - 5/13
Dr. Eutiquio E. Sudaria - full
Dr. Sixto P. Sandoval
Prof. Rosa Ophelia D. Velarde
Ms. Bernardita P. Bibera
Ms. Bonita T. Montes
Prof. Climaco D. Espina - 5/13/98

R E: **Screening of Candidates for the Natural Vacancies of Clerk I at the DASVM, SPMD, and the Newly Created Administrative Positions at the BIDANI**

There are natural Clerk I vacancies at the DASVM and SPMD which have not been filled up since no screening process for ordinary vacancies was conducted. What has been done is the screening and ranking of candidates for regularization to determine the priority in giving regular items to existing casual employees. Since the department/office where these vacancies exist has certain qualification requirements which have not been considered in the ranking of candidates for regularization purposes, the filling up of these ordinary vacancies requires a separate screening of candidates. Furthermore, the newly created positions for BIDANI needs screening of candidates that takes into consideration additional qualification requirements which are applicable to the BIDANI project.

In view of the foregoing situation, you are hereby constituted into an Ad Hoc Committee to help concerned offices screen candidates for their vacant positions. A set of criteria that takes into consideration the requirements of the offices concerned has to be submitted by the committee for approval by the NAPB before using it.

Please be guided accordingly.


SAMUEL S. GO
President