

**EXCERPT FROM THE APPROVED MINUTES OF THE  
26<sup>th</sup> Non-Academic Personnel Board Meeting**

*Virtual meeting via Zoom: (Meeting ID: 922 9002 8224)  
August 19, 2024*

The Presentation of Final Comparative for the Administrative Officer I (Records Officer I) for RAO, was presented and deliberated.

Plantilla Item No.:	ADOF1-56-2023
Position:	Administrative Officer I (Records Officer I)
Educ. Requirement:	Bachelor's degree
Elig. Requirement:	Career Service (Professional) Second Level Eligibility
Experience Requirement:	None Required
Training Requirement:	None Required
Salary Grade	10 (P 23,176.00)
Job Code:	YNXCPW

NAME	AGE	ELIG	EDUCATION (15%)		EXP (15%)	PERF (20%)	POT (10%)	TRNG (5%)	AWD (5%)	PCPT (15%)	SKILLS (15%)	TOTAL	RANKING
			Degree	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.		
VISTAL, Pearl P.	40	CSP	MS Animal Science Grad. Bachelor of Animal Science Grad.	12	14.18	9.47	9.40	5.00	0.00	13.17	12.50	75.72	1 <sup>st</sup>

Thereupon, below is the NAPB action which was approved by the University President.

**NAPB Resolution No. 292  
Series of 2024**

Submitting the result of the final comparative assessment of the five (5) shortlisted applicants for the position of Administrative Officer I (Records Officer I) for RAO with Ms. Pearl P. Vistal as the top-rank applicant. For the appointing officer to select the deemed most qualified for appointment to the vacant position.

*August 15, 2024*

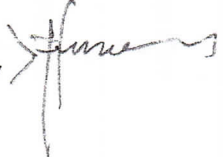
**President's Notation: "Appointing the top-rank applicant"**

Certified True and Correct:

  
**JENNIFER E. ANDO**  
NAPB, Secretary

Cc: **Ms. Ma. Roberta S. Miraflor**, Head, Records and Archives Office  
**Ms. Pearl P. Vistal**  
**Dr. Lynette C. Cimafranca**, Head, Department of Food Science and Technology

*10-9-24*



**RECRUITMENT, SELECTION,  
PLACEMENT AND PERSONNEL  
RECORDS OFFICE**

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