



VISAYAS  
STATE UNIVERSITY



HUMAN RESOURCE  
MANAGEMENT  
OFFICE

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

Via Zoom: Meeting ID: 930 9417 9030

December 20, 2024

Feb 23

The Presentation of Final Comparative for the Internal Auditor I for IAS, was presented and deliberated.

Plantilla Item No.: IAUD1-13-2023  
Position: Internal Auditor I  
Educ. Requirement: Bachelor's degree relevant to the job (such as Internal Auditing, Laws, Accounting, Public Admin, Information Technology, Computer Science and other allied disciplines)  
Elig. Requirement: Career Service (Professional) Second Level Eligibility  
Experience Requirement: None required  
Training Requirement: None required  
Salary Grade: 11 (P27, 000.00)  
Job Code: KLDGBE  
Designation Office: IAS

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.		
BANDALAN, Marvin B.	32	CS Professional Eligibility	MM mjr. in Business Mgmt. (27 units) BS in Food Technology Grad.	11	8.61	9.68	9.75	5.00	0.00	13.38	12.13	64.55	1 <sup>st</sup>

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

**NAPB Resolution No. 445  
Series of 2024**

Adopting the results of the final comparative assessment of the seven (7) shortlisted applicants in the first publication to the vacant position of Internal Auditor I for IAS as the new applicant of the second publication cannot surpass the first rank, with Mr. Marvin B. Bandalan as the top-rank applicant. For the appointing officer to select the deemed most qualified for appointment to the vacant position.

December 20, 2024

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

Certified True and Correct:

  
**JENNIFER E. ANDO**  
NAPB, Secretary

Cc: **Ms. Maria Teresa A. Cruz**, Head, Internal Audit Service Office -  
**Dr. Andrew A. Mazo**, Head, Institute of Human Kinetics  
**Mr. Marvin B. Bandalan**

✓ 1/10/2025  
Jas - Juvy B. Ando 1/13/25

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

Visayas State University, Baybay City, Leyte  
Email: [personnel@vsu.edu.ph](mailto:personnel@vsu.edu.ph)  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)  
Phone: +63 53 565 0600 Local 1060



Management  
System  
ISO 9001:2015

