



**EXCERPT FROM THE APPROVED MINUTES OF THE
Non- Academic Personnel Board Meeting**

July 28, 2023; 8:30 am

(Virtual meeting via Google Meet: <https://meet.google.com/ntj-epqk-bqs?authuser=0>)

The final Comparative Assessment of the Guesthouse Caretaker, was presented and deliberated.

Plantilla Item No.: GUESTC-4-1998 vice Isabelita V. Sedrome
Position: GUESTHOUSE CARETAKER for Cebu office
Educ. Requirement: Elementary School Graduate
Elig. Requirement: None Required
Exp. Requirement: None Required
Training Requirement: None Required

NAME	AGE	ELIG	EDUCATION (15%)		EXP (15%)	PERF (20%)	POTENTIAL (10%)			TRNG (5%)	AWD (5%)	PCPT (15%)	SKILL (15%)	TOTAL	RANK
			Degree	Pts.	Pts.	Pts.	Sup. (5%)	NAPB (5%)	Pts.	Pts.	Pts.	Pts.	Pts.		
RAMADA, Felisa C.	56	None	Elementary Graduate	10	6.01	9.60	4.00	5.00	9.00	4.00	0	13.65	0.00	52.26	1st

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

NAPB Resolution No. 229

Series of 2023

Recommending approval to appoint the top rank applicant, Ms. Felisa C. Ramada, as the Guesthouse Caretaker for VSU Cebu Office.

July 28, 2023.

Certified True and Correct:


MIRIAM M. DE LA TORRE
NAPB Secretary

Ms. Ramada is advised to see Ms. Jenefer B. Jayme of HRMO for the appointment requirements to be complied the soonest possible time. Thank you.

cc: **Mr. Nevin A. Pacada**, Head, VSU Cebu Office
Ms. Felisa C. Ramada, VSU Cebu Office