



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

*April 14, 2023; 8:30am*

Virtual meeting via Google Meet: [meet.google.com/uyj-nkei-iyyp](https://meet.google.com/uyj-nkei-iyyp)

**The Final Comparative Assessment of the Administrative Aide VI (Clerk III) for OUR**

Plantilla Item No.: ADA6-93-2004 vice Joan Rosemarie A. Banzon  
Position: ADMINISTRATIVE AIDE VI (Clerk III)  
Educ. Requirement: Completion of 2 years of studies in College  
Elig. Requirement: Career Service (Sub-Professional First-Level) Eligibility  
Exp. Requirement: None Required  
Training Requirement: None Required

NAME	AGE	ELIG	EDUCATION (15%)		EXP. (15%) Pts.	PERF. (20%) Pts.	POTENTIAL (10%)		TRNG (5%) Pts.	AWD (5%) Pts.	PCPT (15%) Pts.	SKILLS (15%) Pts.	TOTAL	REMARKS
			Degree	Pts.			Sup. (5%)	NAPB (5%)						
LORETO, Gina A.	54	CSS P Brgy. Official Elig.	BS in Business Administration	12.00	15.00	9.36	4.90	4.00	5	0	12.21	11.33	73.81	

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

**NAPB Resolution No. 116**

**Series of 2023**

Recommending approval to appoint the 2<sup>nd</sup> rank applicant Ms. Gina A. Loreto as Administrative Aide VI (Clerk III) for OUR since Ms. Pagalan the 1<sup>st</sup> rank applicant was newly promoted to Administrative Aide VI for OHRA.

*April 14, 2023*

Certified True and Correct:

*Hony*  
**HONEY SOFIA V. COLIS**  
Director, HRMO

cc: **Ms. Marwen Castañeda, University Registrar Office** ✓  
**Ms. Gina A. Loreto, Accounting Office** → *pos 4/26/23*  
*Mr. Nick Freddy P. Bello*