



10 March 2020

Dr. Dario P. Lina
OIC, Security Office
VSU, Visca, Baybay City, Leyte

Dear **Dr. Lina:**

Quoted hereunder for your information is the excerpt of the minutes of the Non-Academic Personnel Board (NAPB) meeting held on February 28, 2020 which was approved by the University President. The request of Engr. Celso Gumaod for the immediate replacement of SG Ike Mascariñas and SG Henry S. Caintic, retired Security Guards holding Adm. Aide III positions, was presented and discussed.

Thereupon, below is the **NAPB action**.

NAPB Resolution No. 59

Series of 2020

Recommending approval to post the vacancy of one (1) casual Security Guard I in the university bulletin boards. The existing JO watchmen shall be considered for shortlisting. Meanwhile, the other one (1) Adm. Aide III position which is not actually from the Security Office shall be returned to an academic department who has JO clerk only.

February 28, 2020

Certified true and correct:


HONEY SOFIA V. COLIS
Secretary, NAPB

Attested:


REMBERTO A. PATINDOL
Chairperson, NAPB &
Vice-President, Finance & Administration