



Visayas State University

Visca, Baybay, Leyte
6521-A Philippines

**Office of the Secretary of the University
And of the Board of Regents**

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay, Leyte

BOR RESOLUTION NO. 18, s. 2011

**A RESOLUTION CONFIRMING THE RENEWAL OF THE APPOINTMENTS
OF MS. HONEY SOFIA V. COLIS AS PRIVATE SECRETARY (CO-TERMINOUS) AND
HER PROMOTION TO THE POSITION OF ADMINISTRATIVE OFFICER III
SUBJECT TO EXISTING RULES, REGULATIONS AND GUIDELINES GOVERNING
SUCH APPOINTMENT**

WHEREAS, the Civil Service Commission (CSC) in CSC Memorandum Circular No. 40, s. 1998 as amended by CSC Memorandum Circular No 15, s. 1999 define a co-terminous position as:

"Co-terminous position – issued to a person whose entrance and continuity in the service is based on the trust and confidence of the appointing authority or of the head of the organizational unit where assigned ; or consistent with the incumbent; or limited by the duration of the project; or co-existent with the period for which an agency or office was created..."

WHEREAS, as a matter of policy, the Commission considers a position to be primarily confidential when the function of the said position require *"the appointing authority's belief that he can share a close intimate relationship with the occupant which ensures freedom from discussion, without fear of embarrassment or misgivings of possible betrayal of personal trust on confidential matters of state"*;

WHEREAS, the Supreme Court affirmed this principle in Civil Service Commission vs. Salas (274 SCRA 414);

WHEREAS, the Office of the University President, Visayas State University, has been utilizing the services of Ms. Honey Sofia V. Colis as Private Secretary since her initial appointment in November 1999 and needs to renew the contract for her services for the current period;

WHEREAS, the Civil Service defines promotion as:

"the movement of an employee to a higher position within the same department or agency with corresponding increase in duties and responsibilities, usually accompanied by an increase in salary;

WHEREAS, the plantilla item of Administrative Officer III (SG-14) has been left vacant on account of the promotion of the former Property Officer to a higher position;

WHEREAS, the Non-Academic Personnel Board (NAPB), the Selection and Promotion Board for Administrative Personnel of the Visayas State University, went through a rigorous selection process;

WHEREAS, the NAPB, as a matter of policy, awards promotions only to the most deserving from among the applicants based on merit and fitness of the applicant to the position as set forth under Section 5 of the Omnibus Rules Implementing Book V of Executive Order No 292 as amended (2003 ed.)

WHEREAS, the top two (2) applicants for the said position were: Ms. Honey Sofia V. Colis (1st ranking) and Ms. Vivian V. Balbarino (2nd ranking);

WHEREAS, the NAPB has endorsed Ms. Honey Sofia V. Colis for promotion to the vacant position of Administrative Officer III, her being the 1st ranked candidate from among the applicants; and

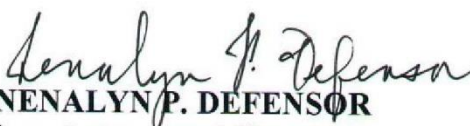
WHEREAS, the University President has approved the renewal of the co-terminous appointment of Ms. Honey Sofia V. Colis for the period indicated and the subsequent promotional appointment to the vacant position of Administrative Officer III (SG-14) and is endorsing the same for Confirmation by the Board of Regents *subject to* existing rules, regulations and guidelines governing such appointments.

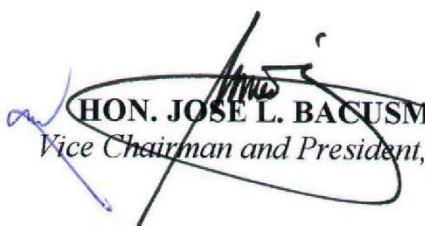
THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED to confirm the renewal of appointment of Ms. Honey Sofia V. Colis as Private Secretary for the period indicated and her promotional appointment from Private Secretary (Co-terminous) to Administrative Officer III (SG-14 Permanent), effective on the date indicated.

IN WITNESS of our approval thereof, we hereby affix our signatures this 11th day of March 2011 at LNU Conference Room, Leyte Normal University, Tacloban City, Leyte.



VSU BOARD OF REGENTS


HON. NENALYN P. DEFENSOR
CHED Commissioner and Chairperson
VSU-Board of Regents


HON. JOSE L. BACUSMO
Vice Chairman and President, VSU

HON. EDGARDO J. ANGARA
Chair, Committee on Education, Arts & Culture
Senate of the Philippines


HON. JUAN EDGARDO "SONNY" ANGARA
Chair, Committee on Higher & Tech. Educ.
House of Representatives


Represented by:


HON.



HON. BUENAVENTURA C. GO-SOCO, JR.
Regional Executive Director
National Economic & Dev. Authority-RO8
Gov't. Center, Palo, Leyte


HON.


HON. LEO P. CAÑEDA
Regional Executive Director
Department of Agriculture-RO8
Tacloban City


HON. ATOZ A. VASQUEZ
Student Regent - VSU System
VSU, Visca, City of Baybay, Leyte


HON. EDGARDO E. TULIN
President, VSU Federated Alumni Assn.
VSU, Visca, City of Baybay, Leyte


HON. ALAN L. PRESBITERO
Faculty Regent - VSU Faculty Association
VSU, Visca, City of Baybay, Leyte



HON. EDGARDO M. ESPERANCILLA
Regional Executive Director
Department of Science and Technology
Palo, Leyte

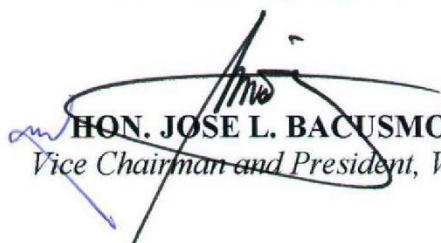
Private Sector Representatives:

HON. FELIX V. QUERO
San Miguel, Leyte


HON. EDWIN C. CODILLA
Ormoc City

VSU BOARD OF REGENTS


HON. NENALYN P. DEFENSOR
CHED Commissioner and Chairperson
VSU-Board of Regents



HON. JOSE L. BACUSMO
Vice Chairman and President, VSU

HON. EDGARDO J. ANGARA
Chair, Committee on Education, Arts & Culture
Senate of the Philippines

HON. JUAN EDGARDO "SONNY" ANGARA
Chair, Committee on Higher & Tech. Educ.
House of Representatives


Represented by:


HON.

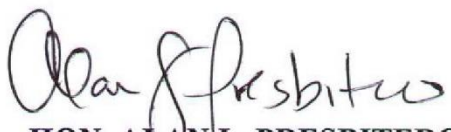

HON. BUENAVENTURA C. GO-SOCO, JR.
Regional Executive Director
National Economic & Dev. Authority-RO8
Gov't. Center, Palo, Leyte


HON.


HON. LEO P. CAÑEDA
Regional Executive Director
Department of Agriculture-RO8
Tacloban City


HON. ATOZ A. VASQUEZ
Student Regent – VSU System
VSU, Visca, City of Baybay, Leyte

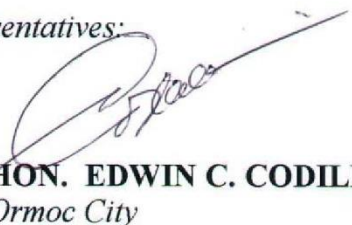

HON. EDGARDO E. TULIN
President, VSU Federated Alumni Assn.
VSU, Visca, City of Baybay, Leyte


HON. ALAN L. PRESBITERO
Faculty Regent – VSU Faculty Association
VSU, Visca, City of Baybay, Leyte


HON. EDGARDO M. ESPERANCILLA
Regional Executive Director
Department of Science and Technology
Palo, Leyte

Private Sector Representatives:

HON. FELIX V. QUERO
San Miguel, Leyte


HON. EDWIN C. CODILLA
Ormoc City