



## NOTICE TO ALL SELECTED CANDIDATES FOR APPOINTMENT TO VARIOUS POSITIONS IN THE BUREAU OF CUSTOMS

### CONGRATULATIONS!

We wish to inform you of your selection for appointment to the following positions:

NO.	NAME	POSITION AND SALARY GRADE	PLACE OF ASSIGNMENT
1	Francis, Maria Melissa Manuel	Administrative Assistant II / SG-08	Accounting Division, Internal Administration Group
2	Manguing, Erlyne Serrano	Computer Operator II / SG-09	Port Data Management Unit, Management Information System and Technology Group
3	Pacayo, Rosebelle Lopez	Administrative Officer I / SG-10	Trade Information Analysis Division I, Post Clearance Audit Group
4	Grafil, Elsbeth De Vera	Customs Operations Officer I / SG-11	Port of Legaspi
5	Echevarria, Emmar Mangabat	Computer File Librarian III / SG-12	Port Data Management Unit, Management Information System and Technology Group
6	Bayobo, Angeline Carilo	Customs Operations Officer II / SG-13	Port of Legaspi
7	Gubaton, Mary Annabelle Amerila	Customs Operations Officer II / SG-13	Port of Subic
8	Umandap, Christine Piasan	Customs Operations Officer II / SG-13	Export Coordination Division, Assessment and Operations Coordinating Group
9	Bolea, Dona Banaag	Customs Operations Officer III / SG-16	Port of Manila
10	Dacol, Michelle Bagao	Customs Operations Officer III / SG-16	Port of Manila



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

11	Holman, Eddette Belle Malingan	Customs Operations Officer III / SG-16	Port of Manila
12	Lacambra, Beverly Solano	Customs Operations Officer III / SG-16	Port of Manila
13	Lasac, John Gerick Acapulco	Customs Operations Officer III / SG-16	Port of Manila
14	Montejo, Arra Christine Serrano	Customs Operations Officer III / SG-16	Port of Manila
15	Prieto, Iluminado III Sison	Customs Operations Officer III / SG-16	Port of Manila
16	Rosete, Gia Alaine Paguio	Customs Operations Officer III / SG-16	Port of Manila
17	Wenceslao, Chuckie Managbanag	Customs Operations Officer III / SG-16	Port of Manila
18	Bañez, Jefferson Roque	Administrative Officer V / SG-18	Revenue Accounting Division, Revenue Collection Monitoring Group
19	Balcita, Alma Madrangca	Customs Operations Officer IV / SG-18	Subport of Ozamis, Port of Cagayan De Oro
20	Pizarro, Miguel Oscar Antonio Francisco	Customs Operations Officer IV / SG-18	Audit Division, Post Clearance Audit Group
21	Potenciano, Emeriza De Leon	Customs Operations Officer IV / SG-18	Trade Information Analysis Division II, Post Clearance Audit Group
22	Buat, Gani Lomondot	Customs Operations Officer V / SG-20	Port of Cagayan De Oro
23	Lobos, Michellin Marajas	Customs Operations Officer V / SG-20	Audit Division, Post Clearance Audit Group
24	Salazar, Arlene Mercado	Customs Operations Officer V / SG-20	Audit Division, Post Clearance Audit Group
25	Autriz, Lord Jane Patoc	Management and Audit Analyst IV / SG-22	Collection Performance/Evaluation Division, Revenue Collection Monitoring Group

**\*\*nothing follows\*\***



Relative thereto, COMELEC Resolution No. 10742 dated 16 December 2021 provides for the prohibited acts during election period including the ban on transfer of officers and employees in the civil service effective 09 January 2022. Relevant provisions of said COMELEC Resolution are as follows:

*“Section 11. **Prohibited Act and period of Prohibition.** – from **January 09, 2022, Sunday to June 08, 2022, Wednesday**, no public official shall, except prior written approval of the Commission, make or cause any transfer or detail whatsoever of any officer or employee in the civil service x x x. (Emphasis supplied)*

***Transfer incidental to promotion, as well as that incidental to appointment, is within the purview of the prohibition against transfer during election period. (Emphasis supplied)”***

Pending approval of the Bureau’s request from the ban on transfer, the Human Resource Management Division (HRMD) shall furnish the candidates concerned with the **Checklist of requirements for the attestation of appointment by the Civil Service Commission (CSC)** via electronic mail. Candidates concerned must submit the complete documents indicated therein to the HRMD Office not later than **June 06, 2022**.

Note that only the appointments of those whose requirements are complied with as instructed shall be further processed. Accordingly, subject candidates shall be informed of the action to be taken by the COMELEC relative to the Bureau’s compliance to the said resolution.

Should there be concerns and/or clarifications, please contact **Ms. Krizel Joyce C. Rivera** at **09772466883**.

Thank you.

Very truly yours,

*(original signed)*  
**KHRISTINE JANE V. MELENCIO**  
Acting Chief  
Human Resource Management Division