

CS Form No. 33-A

Revised 2018



Republic of the Philippines  
Province of Batangas  
**MUNICIPALITY OF MATAASNAKAHOY**

**Ms. AILEEN L. ANDAL**

You are hereby appointed as **Municipal Government Department Head (Municipal Agriculturist SG-24)** under **Permanent** status at the **Office of the Municipal Agriculture**  
(Position Title) (Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of **Sixty Two Thousand Five Hundred Fifty Five Pesos (P 62,555.00)**

per month.

The nature of this appointment is **Promotion** vice **Angelita L. Matanguian**  
(Original, Promotion, etc.)

Who **Retired** with Plantilla Item No. **133 Page 9.**  
(Transferred, Retired, etc.)

Very truly yours,

JANET MAGPANTAY ILAGAN  
Municipal Mayor

Date of Signing  
July 19, 2019

CSC ACTION: APPROVED

LILY BETH L. MAJOMOT  
Director II

Authorized Official

30 AUG 2019

Date

02 SEP 2019

2:00pm

(Stamp of Date Release)

### Certification

This is to certify that all requirements and supporting papers pursuant to CSC MC No. 24, s. 2017, as amended, have been complied with, reviewed and found to be in order.

The position was published at CSC Jobs Portal from June 18, 2019 to July 2, 2019 and posted in LGU Bulletin Board, Public Market and other conspicuous places from June 19, 2019 to July 2, 2019 in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on July 11, 2019.



EVELYN R. OLARTE

Mun. Human Resource Management Officer

### Certification

This is to certify that the appointee has been screened and found qualified by the majority of the HRMPSB/Placement Committee during the deliberation held on July 15, 2019.



JANET MAGPANTAY ILAGAN

Municipal Mayor

### CSC Notation

ANY ERASURE OR ALTERATION ON THE CSC ACTION SHALL NULLIFY OR INVALIDATE THIS APPOINTMENT EXCEPT IF THE ALTERATION WAS AUTHORIZED BY THE COMMISSION.

Original Copy - for the Appointee  
Original Copy - for the Civil Service Commission  
Original Copy - for the Agency

### Acknowledgement

Received original/photocopy of appointment on July 17, 2019



AILEEN M. ANDAL  
Appointee



Republic of the Philippines  
Province of Batangas  
**MUNICIPALITY OF MATAASNAKAHOY**  
Tel. Nos. 043-7841113/ 4610107  
Telefax 043-7841016



## OFFICE OF THE MAYOR

### OFFICE ORDER

No. 32-B-S-2024

TO : **MS. AILEEN L. ANDAL**  
MGDH-Municipal Agriculturist

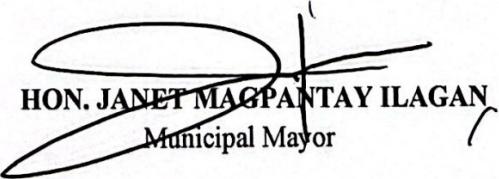
DATE : **JANUARY 30, 2024**

SUBJECT : **DESIGNATION OF MS. AILEEN L. ANDAL AS THE MUNICIPAL ENVIRONMENTAL AND NATURAL RESOURCES OFFICER (MENRO)**

In the exigency of the service, you are hereby designated as the Municipal Environmental and Natural Resources Officer effective February 01, 2024, and shall perform the following duties and responsibilities:

- Formulate measures to ensure the delivery of basic services and provision of adequate facilities relative to the environment and natural resources services;
- Develop plans and strategies and implement all environmental and natural resources programs and projects;
- Establish, maintain, protect, and preserve communal forests, watersheds, tree parks, and similar forest projects;
- Manage and maintain seedbanks and produce seedlings for forest and tree park;
- Provide extension services to beneficiaries of forest development projects and render assistance for natural resources-related conservation and utilization activities consistent with ecological balance;
- Coordinate with government agencies and non-government organizations in the implementation of measures to prevent and control land, air, and water pollution with the assistance of the Department of Environment and Natural Resources;
- Be on the frontline of the delivery of services concerning the environment and natural resources, particularly in the renewal and rehabilitation of the environment during and in the aftermath of man-made and natural disasters and calamities; and
- Recommend, advise and provide technical assistance on all matters concerning the protection, conservation, maximum utilization, application of appropriate technology, and other matters related to the environment and natural resources.

For information and guidance.

  
**HON. JANET MAGPANTAY ILAGAN**  
Municipal Mayor

**Joining hands for Mataasnakahoy's interest**



Republic of the Philippines  
Province of Batangas  
**MUNICIPALITY OF MATAASNAKAHOY**  
Tel. Nos. 043-7841113/ 4610107  
Telefax 043-7841016

## OFFICE OF THE MAYOR

### OFFICE ORDER

No. 7-A-S-2023

TO : **MS. AILEEN L. ANDAL**  
MGDH-Municipal Agriculturist

DATE : **JANUARY 31, 2023**

SUBJECT : **DESIGNATION OF MS. AILEEN L. ANDAL AS THE MUNICIPAL ENVIRONMENTAL AND NATURAL RESOURCES OFFICER (MENRO)**

---

In the exigency of the service, you are hereby designated as the Municipal Environmental and Natural Resources Officer effective February 01, 2023, and shall perform the following duties and responsibilities:

- Formulate measures to ensure the delivery of basic services and provision of adequate facilities relative to the environment and natural resources services;
- Develop plans and strategies and implement all environmental and natural resources programs and projects;
- Establish, maintain, protect, and preserve communal forests, watersheds, tree parks, and similar forest projects;
- Manage and maintain seedbanks and produce seedlings for forest and tree park;
- Provide extension services to beneficiaries of forest development projects and render assistance for natural resources-related conservation and utilization activities consistent with ecological balance;
- Coordinate with government agencies and non-government organizations in the implementation of measures to prevent and control land, air, and water pollution with the assistance of the Department of Environment and Natural Resources;
- Be on the frontline of the delivery of services concerning the environment and natural resources, particularly in the renewal and rehabilitation of the environment during and in the aftermath of man-made and natural disasters and calamities; and

- Recommend, advise and provide technical assistance on all matters concerning the protection, conservation, maximum utilization, application of appropriate technology, and other matters related to the environment and natural resources.

This order shall take effect immediately.

For compliance.

  
**HON. JANET MAGPANTAY ILAGAN**,  
Municipal Mayor

**PERSONAL DATA SHEET**

WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Print legibly. Tick appropriate boxes ( ) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

1. CS ID No.

(Do not fill up. For CSC use only)

**I. PERSONAL INFORMATION**

2. SURNAME	ANDAL		
FIRST NAME	AILEEN		
MIDDLE NAME	LEYESA		
3. DATE OF BIRTH (mm/dd/yyyy)	September 30, 1976	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: ▼
4. PLACE OF BIRTH	MATAASNAKAHOY		
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	If holder of dual citizenship, please indicate the details.	
7. HEIGHT (m)	1.49	17. RESIDENTIAL ADDRESS	N/A House/Block/Lot No. Street N/A CALINGATAN Subdivision/Village Barangay MATAASNAKAHOY BATANGAS City/Municipality Province 4223
8. WEIGHT (kg)	54KG	ZIP CODE	
9. BLOOD TYPE	A	18. PERMANENT ADDRESS	N/A House/Block/Lot No. Street N/A CALINGATAN Subdivision/Village Barangay MATAASNAKAHOY BATANGAS City/Municipality Province 4223
10. GSIS ID NO.	000-4316-8726-7	19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	121183325315	20. MOBILE NO.	09171890486
12. PHILHEALTH NO.	09256903957	21. E-MAIL ADDRESS (if any)	aileenleyesaandal@gmail.com
13. SSS NO.	04-3168726-7		
14. TIN NO.	219-719-156-000		
15. AGENCY EMPLOYEE NO.	AGR001		

**II. FAMILY BACKGROUND**

22. SPOUSE'S SURNAME	ANDAL		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	RANNIE CLEOFAS	NAME EXTENSION (JR., SR.)	NAJIRA ALTHEA L. ANDAL	09/07/2002
MIDDLE NAME	TEMPLO		AMEERA NAZNEEN L. ANDAL	20/06/2006
OCCUPATION	AIRPORT POLICE		SHEKINAH KEZIA L. ANDAL	14/06/2009
EMPLOYER/BUSINESS NAME	MANILA INTERNATIONAL AIRPORT AUTHORITY		**NOTHING FOLLOWS	
BUSINESS ADDRESS	PASAY CITY			
TELEPHONE NO.	9473971996			
24. FATHER'S SURNAME	LEYESA			
FIRST NAME	BONIFACIO	NAME EXTENSION (JR., SR.)		
MIDDLE NAME	ARANDA			
25. MOTHER'S MAIDEN NAME	MYRNA PASCUA MANGUERA			
SURNAME	MANGUERA			
FIRST NAME	MYRNA			
MIDDLE NAME	PASCUA		(Continue on separate sheet if necessary)	

**III. EDUCATIONAL BACKGROUND**

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	CALINGATAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	1983	1989	N/A	1989	2nd honorable mention
SECONDARY	THE MABINI ACADEMY	HIGH SCHOOL	1989	1993	N/A	1993	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	DE LA SALLE LIPA COLLEGE	BACHELOR OF SCIENCE IN AGRICULTURE MANAGEMENT	1993	1997	N/A	1997	N/A
GRADUATE STUDIES	BATANGAS STATE UNIVERSITY	MASTERS IN PUBLIC ADMINISTRATION	2016	2017	N/A	N/A	N/A
(Continue on separate sheet if necessary)							
SIGNATURE			DATE				

## IV. CIVIL SERVICE ELIGIBILITY

27. CAREER SERVICE/ RA 1080 (BOARD BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERNMENT	PLACE OF EXAMINATION / CONFERNMENT	LICENSE (If applicable)	
				NUMBER	Date of Validity
RA 1080 IN AGRICULTURE	76.5	JUNE 24, 2015	LUCENA, QUEZON	22064	30/09/2022
"NOTHING FOLLOWS"					
(Continue on separate sheet if necessary)					

## V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet

28. INCLUSIVE DATES (mm/dd/yy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	GRADE / PAY GRADE / STEP (If applicable) & STEP (If not "00-0" INCREMENT)	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
16/07/2019	PRESENT	MUNICIPAL AGRICULTURIST	OFFICE OF THE MUNICIPAL AGRICULTURE			PERMANENT	YES
01/01/2018	31/12/2018	AGRICULTURAL TECHNOLOGIST	PROVINCIAL GOVERNMENT OF BATANGAS	18,718.00	"10-1"	PERMANENT	YES
01/01/2017	31/12/2017	AGRICULTURAL TECHNOLOGIST	PROVINCIAL GOVERNMENT OF BATANGAS	18,217.00	"10-1"	PERMANENT	YES
16/09/2016	31/12/2016	AGRICULTURAL TECHNOLOGIST	PROVINCIAL GOVERNMENT OF BATANGAS	17,730	"10-0"	PERMANENT	YES
06/07/2015	25/07/2016	LIVESTOCK MONITORING AIDE	LGU MATAASNAKHOY	200/DAY	N/A	JOB ORDER	YES
15/05/1996	15/10/2002	SANGUNIANG KABATAAN CHAIRMAN	BARANGAY CALINGATAN	2,500.00	N/A	ELECTED	YES
15/05/1996	15/10/2002	SANGUNIANG KABATAAN FEDERATION SECRETARY	MUNICIPALITY OF MATAASNAKHOY	N/A	N/A	ELECTED	YES
"NOTHING FOLLOWS"							
(Continue on separate sheet if necessary)							

SIGNATURE

*[Signature]*

DATE

## VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIL SOCIETY/GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	BATANGAS CACAO GROWERS ASSOCIATION (BGCA)	10/07/2018	06/15/2019	N/A	COORDINATOR
	**NOTHING FOLLOWS				

(Continue on separate sheet if necessary)

## VII. LEARNING AND DEVELOPMENT (L&amp;D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

(Start from the most recent L&amp;D training program and include only the relevant L&amp;D training taken for the last five (5) years for Division Chief Executive/Managerial positions)

30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc.)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	NATIONAL CACAO CONGRESS 2022	11/24/2022	11/25/2022	16	MANAGERIAL	PHILIPPINE CACAO INDUSTRY ASSOCIATION INC.
	TOURISM AWARENESS AND APPRECIATION SEMINAR	11/16/2022	11/16/2022	8	MANAGERIAL	MUNICIPAL TOURISM OFFICE
	SUPERVISORY DEVELOPMENT COURSE TRACK I	09/27/2022	09/30/2022	24	SUPERVISORY	DEPARTMENT OF AGRICULTURE IVA & CIVIL SERVICE COMMISSION
	THREE DAYS EXECUTIVE LEGISLATIVE AGENDA AND CAPACITY DEVELOPMENT AGENDA SEMINAR-WORKSHOP	08/16/2022	08/18/2022	24	MANAGERIAL	BATANGAS LEAGUE OF SECRETARIES TO THE SANGGUNIAN
	WEBINAR ON PAGASA AEROMETEOROLOGICAL PRODUCTS AND SERVICES	07/29/2022	07/29/2022	8	TECHNICAL	DEPARTMENT OF SCIENCE AND TECHNOLOGY
	10th NATIONAL TRIPARTITE CONFERENCE FOR COOPERATIVE DEVELOPMENT	10/15/2021	10/15/2021	8	TECHNICAL	LIGA NG MGA COOPERATIVE DEVELOPMENT OFFICERS SA PILIPINAS
	WASTE MANAGEMENT SEMINAR RE: NATURAL FARMING AND ZERO DISCHARGE	10/12/2021	10/12/2021	8	TECHNICAL	PROTECTED AREA MANAGEMENT OFFICE
	5TH NATIONAL COFFEE EXPO AND ANNUAL PROJECT ASSESSMENT	11/27/2019	29/11/2019	24	TECHNICAL	REGIONAL FIELD OFFICE
	SAVE TAWILIS: DEVELOPMENT OF A CONSERVATION AND MANAGEMENT PLAN FOR TAWILIS	11/22/2019	22/11/2019	8	MANAGERIAL	BUREAU OF FISHERIES AND AQUATIC RESOURCES
	CROP OCCURRENCE MAPPING WORKSHOP	11/12/2019	11/13/2019	16	TECHNICAL	DEPARTMENT OF AGRICULTURE IVA & CAVITE STATE UNIVERSITY
	CAPABILITY DEVELOPMENT AGENDA SEMINAR WORKSHOP CY 2020-2022	09/04/2019	09/06/2019	24	MANAGERIAL	LOCAL GOVERNMENT UNIT
	TRAINING ON TECHNOLOGY DEMONSTRATION OF EXISTING CACAO TREES THROUGH REHABILITATION IN CALABARZON	06/13/2019	06/13/2019	8	TECHNICAL	DEPARTMENT OF AGRICULTURE-IVA
	AFRICAN SWINE FEVER PREPAREDNESS WORKSHOP	06/08/2019	06/08/2019	8	TECHNICAL	PROVINCIAL VETERINARY OFFICE
	7 HABITS OF GOOD HOUSEKEEPING SEMINAR	05/23/2019	05/23/2019	8	MANAGERIAL	PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE
	FINANCIAL LITERACY SEMINAR	17/10/2018	17/10/2018	8	MANAGERIAL	PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE
	TRAINING ON CODE OF GOOD AGRICULTURAL PRACTICES ON CACAO PRODUCTION	04/07/2018	05/07/2018	16	TECHNICAL	DEPARTMENT OF AGRICULTURE-IVA
	RESOURCE PERSON DEVELOPMENT COURSE ON MECHANIZATION AND POST HARVEST TECHNOLOGIES FOR COFFEE	19/06/2018	22/06/2018	32	TECHNICAL	PHILIPPINE CENTER FOR POST HARVEST DEVELOPMENT AND MECHANIZATION
	TRAINING OF TRAINERS' ON PEST AND DISEASES DIAGNOSIS AND ITS MANAGEMENT FOR HIGH VALUE CROPS (FRUITS)	04/23/2018	04/25/2018	24	TECHNICAL	ATI-REGIONAL TRAINING INSTITUTE
	CALABARZON REGIONAL STRATEGIC ACTION PLANNING WORKSHOP FOR CACAO AND COFFEE INDUSTRIES	04/17/2018	04/18/2018	16	SUPERVISORY	DEPARTMENT OF TRADE & INDUSTRY
	TRAINING OF BATANGAS AGRICULTURAL COFFEE GROWERS/ PROCESSORS ON THE VALIDATION OF LIBERICA COFFEE VARIETY RE: APPLICATION FOR GEOGRAPHICAL INDICATION (GI)	11/23/2017	11/24/2017	16	TECHNICAL	DEPARTMENT OF AGRICULTURE-IVA
	SUPERVISION OFFICIALS FROM THE COUNTRIES ALONG ONE BELT AND ONE ROAD OF 2017	06/10/2017	06/10/2017	160	TECHNICAL	MINISTRY OF COMMERCE PEOPLES REPUBLIC OF CHINA
	SEASON LONG TRAINING OF TRAINERS ON GOOD AGRICULTURAL PRACTICES FOR FRUITS AND VEGETABLES (PHASE I & PHASE II)	04/24/2017	09/01/2017	440	TECHNICAL	AGRICULTURAL TRAINING INSTITUTE
	CORN PRODUCTION TECHNOLOGY SEMINAR	11/10/2016	11/10/2016	8	TECHNICAL	PROVINCIAL AGRICULTURE OFFICE
	TRAINING ON COFFEE REHABILITATION/REJUVINATION	06/21/2016	06/22/2016	16	TECHNICAL	DEPARTMENT OF AGRICULTURE-IVA
	TRAINING ON THE USE OF SOIL TEST KIT	05/25/2016	05/26/2016	8	TECHNICAL	OFFICE OF THE PROVINCIAL AGRICULTURE OF BATANGAS
	WORKSHOP FOR THE PREPARATION OF PROVINCIAL COMMODITY INVESTMENT PLAN	04/19/2016	04/22/2016	32	SUPERVISORY	PHILIPPINE RURAL DEVELOPMENT PROGRAM
	SOA: ATING PIG-ARALAN: HALAMANG GAMOT SA PAGHAHAYUPAN	10/15/2016	12/11/2016	6	TECHNICAL	INTERNATIONAL TRAINING CENTER ON PIG HUSBANDRY
	BASIC DIGITAL PHOTOGRAPHY COURSE	11/23/2015	11/27/2015	40	TECHNICAL	INTERNATIONAL TRAINING CENTER ON PIG HUSBANDRY
	**NOTHING FOLLOWS					

(Continue on separate sheet if necessary)

## VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	KNOWLEDGE IN COMPUTER		N/A		PHILIPPINE ASSOCIATION OF AGRICULTURIST, INC. (PAAG)
	**NOTHING FOLLOWS				**NOTHING FOLLOWS

(Continue on separate sheet if necessary)

SIGNATURE

DATE

<p>34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <p>If YES, give details:</p> <hr/>
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <p>If YES, give details:</p> <hr/> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <p>If YES, give details:</p> <hr/>
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <p>If YES, give details:</p> <hr/>
<p>37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <p>If YES, give details:</p> <hr/>
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?</p>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <p>If YES, give details: <b>2000 ELECTION</b></p> <hr/> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <p>If YES, give details:</p> <hr/>
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <p>If YES, give details (country):</p> <hr/>
<p>40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items:</p> <p>a. Are you a member of any Indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <p>If YES, please specify:</p> <hr/> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <p>If YES, please specify ID No:</p> <hr/> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <p>If YES, please specify ID No:</p> <hr/>

**41. REFERENCES (Person not related by consanguinity or affinity to applicant/appointee)**

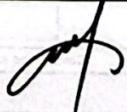
NAME	ADDRESS	TEL. NO.
Janet Magpantay Ilagan	Mataasnakahoy, Batangas	9176581717
Rene Lubis	Mataasnakahoy, Batangas	9359079263
Aida Briones	Mataasnakahoy, Batangas	9175377499

42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.



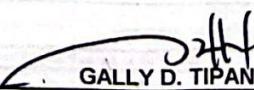
PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	
Government Issued ID: UMID	
ID/License/Passport No.: CRN-000-4316-8726-7	
Date/Place of Issuance: BATANGAS CITY	

 <b>Signature (Sign inside the box)</b>	
Date Accomplished	

 <b>Right Thumbmark</b>	
-----------------------------------------------------------------------------------------------------------------	--

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_, affiant exhibiting his/her validly issued government ID as indicated above.

 <b>GALLY D. TIPAN</b> Person Administering Oath	
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Republic of the Philippines  
Province of Batangas  
**MUNICIPALITY OF MATAASNAKAHOY**  
Tel. Nos. 043-461-0107

## OFFICE OF THE MAYOR

**OFFICE ORDER**  
**NO. 27-S-2022**

**FROM** : Hon. JANET MAGPANTAY-ILAGAN  
Municipal Mayor

**TO** : AILEEN L. ANDAL  
Municipal Agriculturist

**DATE** : August 3, 2022

**SUBJECT** : REVOCATION OF OFFICE ORDER NO. 4-A-S-2019  
Designation as Municipal Environmental and  
Natural Resources Officer (MENRO)

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In view of the Appointment of Mr. GIAN LORENZ S. VERGARA as Environmental and Management Specialist I, and in light with the provision stipulated in Office Order No. 28-S-2022, Designating the latter as Municipal Environmental and Natural Resources Officer (MENRO) your Office Order No. 4-A-S-2019 is hereby revoked, and thereby, you can now fully focus and exercise your duties and responsibilities inherent to your current Plantilla position as Municipal Agriculturist, this Municipality.

This order shall take effect immediately.

All orders and memoranda inconsistent herewith are hereby repealed.

For your information and guidance.

Conforme:

  
AILEEN L. ANDAL  
Municipal Agriculturist

  
Hon. JANET MAGPANTAY-ILAGAN  
Municipal Mayor

**Joining hands for Mataasnakahoy's Interest**



Republic of the Philippines  
Province of Batangas  
**MUNICIPALITY OF MATAASNAKAHOY**  
Tel. Nos. 043-7841113 / 4610107  
Telefax 043-7841016

## OFFICE OF THE MAYOR

OFFICE ORDER  
No.12 -S-2020

FROM : Hon. JANET MAGPANTAY ILAGAN  
Municipal Mayor

TO : AILEEN ANDAL  
Municipal Agriculturist

CHERYL P. PALO  
Administrative Aide III

DATE : 25 April 2020

SUBJECT : Assignment as KADIWA Coordinator

---

In the interest of the service and to provide additional source of food for residents of Mataasnakahoy, Ms. CHERYL P. PALO, Administrative Aide III, is hereby designated as KADIWA Service Coordinator.

As the Municipal KADIWA Service Coordinator, Ms. Palo's functions as coordinator shall include the following:

1. Coordinate with the barangays of Mataasnakahoy as to which barangay would be interested to purchase agricultural products from the "KADIWA NI ANI AT KITA" of the Department of Agriculture (DA);
2. Coordinate with the Regional DA on the updated KADIWA buying and selling pricelists;
3. Coordinate the schedule and place of delivery of the KADIWA goods and the hauling/pick up and payment of Local buyers for the delivered products; and
4. Prepare Monthly Report on the activities/transactions through the KADIWA, for submission to the Mayor, thru: the Municipal Agriculture Office.

For immediate compliance.

*Joining hands for Mataasnakahoy's Interest*



Republic of the Philippines  
Province of Batangas  
**MUNICIPALITY OF MATAASNAKAHOY**

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms. AILEEN L. ANDAL has assumed the duties and responsibilities as Municipal Government Department Head (Municipal Agriculturist) in the Office of the Agriculture effective July 19, 2019.

This certification is issued in connection with the issuance of the appointment of Ms. Andal as Municipal Government Department Head (Municipal Agriculturist).

Done this 19<sup>th</sup> day of July 2019 in Mataasnakahoy, Batangas.

  
JANET MAGPANTAY LAGAN  
Municipal Mayor

Date: July 19, 2019

Attested by:

  
EVELYN R. OLARTE  
Mun. Human Res. Mgt. Officer

201 file  
Admin  
COA  
CSC



Republic of The Philippines  
Province of Batangas  
**Municipality of Mataasnakahoy**

## OATH OF OFFICE

I, AILEEN L. ANDAL of Brgy. Calingatan Mataasnakahoy, Batangas having been appointed to the position of Municipal Government Department Head (Municipal Agriculturist) hereby solemnly swear, that I will faithfully discharge to the best of my ability, the duties of my present position and of all others that I may hereafter hold under the Republic of the Philippines; that I will bear true faith and allegiance to the same; that I will obey the laws, legal orders, and decrees promulgated by the duly constituted authorities of the Republic of the Philippines; and that I impose this obligation upon myself voluntarily, without mental reservation or purpose of evasion.

SO HELP ME GOD.

A handwritten signature of Aileen L. Andal.

(Signature over Printed Name of the Appointee)

Government ID: GSIS UMID Card  
ID Number : CRN-000-4316-8726-7  
Date Issued : \_\_\_\_\_

---

Subscribed and sworn to before me this 19<sup>th</sup> day of July, 2019 in Mataasnakahoy Batangas, Philippines.

A handwritten signature of Janet Magpantay Ilagan.

JANET MAGPANTAY ILAGAN  
Municipal Mayor



Republic of the Philippines  
Province of Batangas  
**MUNICIPALITY OF MATAASNAKAHOY**

## **CERTIFICATION**

TO WHOM IT MAY CONCERN:

This is to certify that in connection with the appointment of AILEEN L. ANDAL as Municipal Government Department Head (Municipal Agriculturist) in the Office of the Municipal Agriculture this municipality, all pertinent requirements contained in RA 7160 in section 325 on limitation of personal services in the total annual/supplemental appropriation, salary rate, etc., have been complied with.



JANET MAGPANTAY ILAGAN  
Municipal Mayor



Republic of the Philippines  
Province of Batangas  
**MUNICIPALITY OF MATAASNAKAHOY**

**OFFICE OF THE MUNICIPAL BUDGET**

**CERTIFICATION**

THIS IS TO CERTIFY that funds are available for the position of Municipal Government Department Head (Municipal Agriculturist) in the Office of the Municipal Agriculture this municipality, with Salary Grade 24 amounting to SEVEN HUNDRED FIFTY THOUSAND SIX HUNDRED SIXTY PESOS (P750,660.00) per annum as per Annual Budget CY-2019 of this municipality.

Issued this 19th day of July 2019 at Mataasnakahoy, Batangas.

  
**ROSARIE C. DE LA PAZ**  
Municipal Budget Officer

**Republic of the Philippines**  
**POSITION DESCRIPTION FORM**  
**DBM-CSC Form No. 1**  
(Revised Version No. 1, s. 2018)

**1. POSITION TITLE (as approved by authorized agency) with parenthetical title**

**Municipal Government Department Head  
(Municipal Agriculturist)**

**2. ITEM NUMBER**

133 - 9

**3. SALARY GRADE**

**SG - 24**

**4. FOR LOCAL GOVERNMENT POSITION, ENUMERATE GOVERNMENTAL UNIT AND CLASS**

Province  
 City  
 Municipality

1st Class  
 2nd Class  
 3rd Class  
 4th Class

5th Class  
 6th Class  
 Special

**5. DEPARTMENT, CORPORATION OR AGENCY/  
LOCAL GOVERNMENT**

Local Government Unit of Mataasnakahoy, Batangas

**6. BUREAU OR OFFICE**

Office of the Agriculture

**7. DEPARTMENT / BRANCH / DIVISION**

**8. WORKSTATION / PLACE OF WORK**

**9. PRESENT APPROP**

**10. PREVIOUS APPROP ACT**

**11. SALARY AUTHORIZED**

P 62,555.00 PERA P 2,000.00  
RATA 11,250.00

**13. POSITION TITLE OF IMMEDIATE SUPERVISOR**

**14. POSITION TITLE OF NEXT HIGHER SUPERVISOR**

Municipal Mayor

None

**15. POSITION TITLE, AND ITEM OF THOSE DIRECTLY SUPERVISED**

(if more than seven (7) list only by their item numbers and titles)

**POSITION TITLE**

**ITEM NUMBER**

Municipal Mayor

1-1

**16. MACHINE, EQUIPMENT, TOOLS, ETC., USED REGULARLY IN PERFORMANCE OF WORK**

Visual aids and other related tools, Computer, Log Book, camera, etc.

**17. CONTACTS / CLIENTS / STAKEHOLDERS**

17a. Internal	Occasional	Frequent	17b. External	Occasional	Frequent
Executive / Managerial	<input type="checkbox"/>	<input checked="" type="checkbox"/>	General Public	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Supervisors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other Agencies		
Non-Supervisors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Others (Please Specify):		
Staff	<input type="checkbox"/>	<input checked="" type="checkbox"/>			

**18. WORKING CONDITION**

Office Work	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other/s (Please Specify)
Field Work	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**19. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION**

Provides technical assistance and support to ensure the delivery of basic services, develops strategies related to agriculture and other programs and activities.

**20. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE POSITION (Job Summary)**

Under general supervision, sets as Dept. of Agriculture Chief who plans, supervises and coordinates agricultural/fishery development activities in the municipality covered and does related work.

**21. QUALIFICATION STANDARDS**

21a. Education	21b. Experience	21c. Training	21d. Eligibility
Bachelor's Degree in Agriculture or in any related	3 years acquired experience in agriculture or in a related field	None required	RA 1080 (Agriculturist)
<b>21e. Core Competencies</b>			<b>Competency Level</b>
None Yet			(Indicate the required Competency Level here)
<b>21f. Leadership Competencies</b>			<b>Competency Level</b>
None Yet			(Indicate the required Competency Level here)

**22. STATEMENT OF DUTIES AND RESPONSIBILITIES (Technical Competencies)**

Percentage of Working Time	(State the duties and responsibilities here:)	Competency Level
15%	<p>Formulate measures for the approval of the sanggunian and provide technical assistance and support to the mayor in carrying out said measures to ensure the delivery of basic services and provision of adequate facilities relative to agricultural services as provided for under Section 17 of the Local Government Code;</p> <p>Develop plans and strategies and upon approval thereof by the mayor implement the same, particularly those which have to do with agricultural programs and projects which the mayor is empowered to implement and which the Sanggunian is empowered to provide for under this Code;</p> <p>In addition to the foregoing duties and functions, the agriculturist shall:</p> <ul style="list-style-type: none"> <li>(i) Ensure the maximum assistance and access to resources in the production, processing and marketing of agricultural and aqua-cultural and marine products are extended to farmers, fishermen and local entrepreneurs.</li> <li>(ii) Conduct or cause to be conducted location-specific agricultural researches and assist in making available the appropriate technology arising out of, and disseminating information on basic research on crops, prevention and control of plant diseases and pests, and other agricultural matters which will maximize productivity.</li> <li>(iii) Assist the mayor in the establishment and extension services of demonstration farms or aqua-culture and marine products.</li> <li>(iv) Enforce rules and regulations relating to agriculture and aqua-culture;</li> <li>(v) Coordinate with government agencies and non-governmental organizations which promote agricultural productivity through appropriate technology compatible with environmental integrity</li> </ul> <p>Be in the frontline of the delivery of basic agricultural services, particularly those needed for the survival of the inhabitants during and in the aftermath of man-made and natural disaster and calamities.</p> <p>Recommend to the sanggunian and advise the mayor on all other matters related to agriculture and aqua-culture which will improve the livelihood and living conditions of the inhabitants.</p> <p>Exercise such other powers and performs such other duties and functions as may be prescribed by law or ordinance.</p>	(Indicate the required Competency Level here)
40%		
15%		
10%		
5%		

**23. ACKNOWLEDGMENT AND ACCEPTANCE:**

I have received a copy of this position description. It has been discussed with me and I have freely chosen to comply with the performance and behavior/conduct expectations contained herein.

AILEEN L. ANDAL

July 19, 2019

Employee's Name, Date and Signature

JANET MAGPANTAY ILAGAN

Supervisor's Name, Date and Signature

FOR LGU



BATANGAS FIELD OFFICE

8/19/19  
Date

Dear Sir/Madam:

Please be informed that appointment of Mr./Ms. Aileen L. Andal appointed as Dept. Head lack the following requirement/document/s:

- Appointment Transmittal
- Properly Accomplished Appointment Checklist
- 3 copies of Appointment Form/Plantilla of Casual Appointment duly received by the Appointee
- Personal Data Sheet (PDS)
- Position Description Form (PDF)
- Oath of Office
- Certification of Assumption to Duty
- Original and Photocopy of the authenticated certificate of eligibility/license
- Certification issued by the Accountant as to availability of funds
- Certification issued by appointing authority that the appointment is in accordance with Sec 325 of RA 7160
- Copy of Publication

- Performance rating for the last rating period (for transfer and promotion)
- Justification for more than three (3) salary grades
- Certification of Erasure/Alteration
- NOSCA approved by DBM (Reclassification)
- Certification issued by the Appointing Officer/Authority vouching the absence of a qualified eligible actually available (Temporary Appointments)
- SB Concurrence (Department Heads)
- Sanggunian Resolution for created or reclassified positions
- Special Contract (For Contractual Appointments)
- Certified true copy of decision issued by the office/court/tribunal
- Other documents that may be required to support the appointment papers

May we request your Human Resource Management Office to submit to CSCFO-Batangas the lacking requirement/document/s within five (5) days from receipt of this letter.

Please be reminded that part of the responsibilities of the Agency HRMO is to "review thoroughly and check the veracity, authenticity and completeness of all the requirement and supporting paper in connection with all cases of appointments before submitting the same to the Commission" as provided in Section 139, Rule XIII of the 2017 ORA-OHRA.

Thank you.

LILY BETH L. MAJOMOT  
Director II  
CSC FO-Batangas  
Tel No. (043) 723-2894 / 724-5494



**PROVINCIAL GOVERNMENT OF BATANGAS**  
Provincial Capitol, Batangas City

**SERVICE RECORD**

(To be accomplished by the employer)

NAME	ANDAL	AILEEN	LEYESA	(If married woman, give also full maiden name.)
	(Surname)	(Given Name)	(Middle Initial)	
BIRTH	September 30, 1976	Mataas na Kahoy, Batangas		(Data herein should be checked from birth or baptismal certificate or some reliable documents.)
	(Date)	(Place)		

This is to certify that the employee named hereinabove actually rendered services in this Office as shown by the service record below, each line of which is supported by appointment and other papers actually issued by this Office and approved by the authorities concerned.

SERVICE (INCLUSIVES DATES)		RECORD OF APPOINTMENTS			OFFICE ENTITY/DIVISION			SEPARATION		
		DESIGNATION	STATUS	SALARY	STATION / PLACE OF ASSIGNMENT	BRANCH	L/V ABS	4	W/O PAY	DATE
FROM	TO	1	2							
09-16-16	12-31-16	Agricultural Technologist	Perm.	P 212,760.00	/a Office of the Prov'l. Agriculturist, Bats.	Prov'l	None			
01-01-17	12-31-17	Agricultural Technologist	Perm.	218,604.00	/a Office of the Prov'l. Agriculturist, Bats.	Prov'l	None			
01-01-18	12-31-18	Agricultural Technologist	Perm.	224,616.00	/a Office of the Prov'l. Agriculturist, Bats.	Prov'l	None			
01-01-19	07-18-19	Agricultural Technologist	Perm.	230,796.00	/a Office of the Prov'l. Agriculturist, Bats.	Prov'l	None	07-19-19		Transferred to LGU-M. na Kahoy, Bats.

Issued in compliance with Executive Order No. 54 dated August 10, 1954, and in accordance with Circular No. 58, dated August 10, 1954 of the System.

July 31, 2019

Date

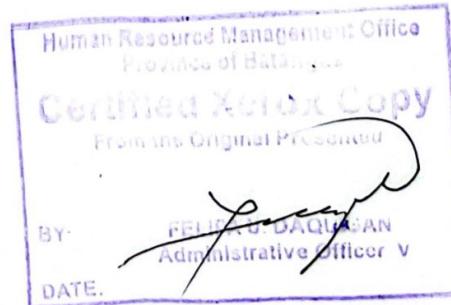
Certified Correct by:

ANNE B. DE CASTRO

Supervising Administrative Officer

Noted by:

RHIZA B. DE ZOSA  
PGDH - PHRMO





**PROVINCIAL GOVERNMENT OF BATANGAS**  
Provincial Capitol, Batangas City

**SERVICE RECORD**

(To be accomplished by the employer)

NAME	ANDAL	AILEEN	LEYESA	(If married woman, give also full maiden name.)
	(Surname)	(Given Name)	(Middle Initial)	
BIRTH	September 30, 1976	Mataas na Kahoy, Batangas		(Data herein should be checked from birth or baptismal certificate or some reliable documents.)
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		DESIGNATION	STATUS	SALARY	STATION / PLACE OF ASSIGNMENT	BRANCH	L/V ABS	4	
FROM	TO	1	2		3	W/O PAY		DATE	CAUSE
09-16-16	12-31-16	Agricultural Technologist	Perm.	P 212,760.00 /a	Office of the Prov'l. Agriculturist, Bats.	Prov'l	None		
01-01-17	12-31-17	Agricultural Technologist	Perm.	218,604.00 /a	Office of the Prov'l. Agriculturist, Bats.	Prov'l	None		
01-01-18	12-31-18	Agricultural Technologist	Perm.	224,616.00 /a	Office of the Prov'l. Agriculturist, Bats.	Prov'l	None		
01-01-19	07-18-19	Agricultural Technologist	Perm.	230,796.00 /a	Office of the Prov'l. Agriculturist, Bats.	Prov'l	None	07-19-19	Transferred to LGU-M. na Kahoy, Bats.

**NOTHING FOLLOWS**

Issued in compliance with Executive Order No. 54 dated August 10, 1954, and in accordance with Circular No. 58, dated August 10, 1954 of the System.

July 31, 2019

Date

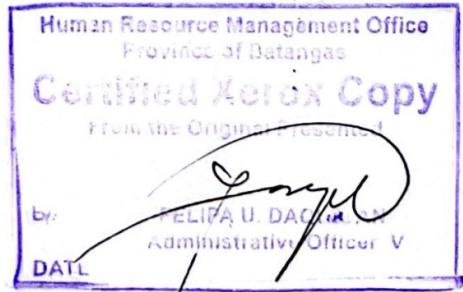
Certified Correct by:

ANNE B. DE CASTRO

Supervising Administrative Officer

Noted by:

RHIZA B. DE ZOSA  
PGDH - PHRMO





Republic of the Philippines  
Province of Batangas

## OFFICE OF THE GOVERNOR

**MS. AILEEN L. ANDAL**  
Agricultural Technologist  
Office of the Provincial Agriculturist

Dear Ms. Andal:

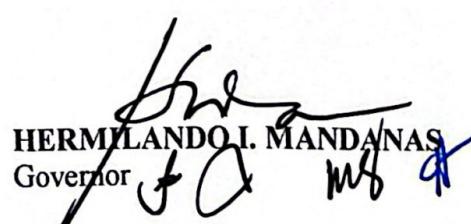
Please be informed that your request for permission to transfer from the Provincial Government of Batangas under the Office of the Provincial Agriculturist to Office of the Municipal Agriculturist of Mataasnakahoy is hereby granted.

You are therefore given thirty (30) days, from receipt of this letter, to inform this office the actual date of transfer, as well as the submission of your Statement of Assets, Liabilities and Net Worth prior to your actual transfer.

Further, you are required to submit clearance as to property and money accountability.

Thank you.

Very truly yours,

  
**HERMILANDO I. MANDANAS**  
Governor

MEDICAL CERTIFICATE  
(For Employment)

INSTRUCTIONS

- a. This medical certificate should be accomplished by a licensed government physician.
- b. Attach this certificate to original appointment, transfer and reemployment.
- c. The results of the following pre-employment medical/physical/psychological must be attached to this form:

- Blood Test  
 Urinalysis  
 Chest X-Ray  
 Drug Test  
 Psychological Test  
 Neuro-Psychiatric Examination (If applicable)

FOR THE PROPOSED APPOINTEE

NAME (Last Name, First Name, Name Extension (if any) and Middle Name)			AGENCY / ADDRESS
ANDAL, AILEEN LEYESA			
ADDRESS			
BRGY. CALINGATAN, MATAASNAKAHOY, BATANGAS			LGU MATAASNAKAHOY, V. TEMPLO ST. BRGY. IV, MATAASNAKAHOY, BATANGAS
AGE	SEX	CIVIL STATUS	PROPOSED POSITION
42 Y/O	FEMALE	MARRIED	MUNICIPAL AGRICULTURIST

FOR THE LICENSED GOVERNMENT PHYSICIAN

I hereby certify that I have reviewed and evaluated the attached examination results, personally examined the above named individual and found him/her to be physically and medically <input type="checkbox"/> FIT / <input type="checkbox"/> UNFIT for employment.			
SIGNATURE over PRINTED NAME OF LICENSED GOVERNMENT PHYSICIAN:   KARLA MANALO CARAAN MD.	OTHER INFORMATION ABOUT THE PROPOSED APPOINTEE		
AGENCY/Affiliation of Licensed Government Physician:   MUNICIPAL HEALTH OFFICE			
LICENSE NO.  113447	HEIGHT (M) Bare Foot 4'11	WEIGHT (KG) Stripped 52	BLOOD TYPE
OFFICIAL DESIGNATION  MUNICIPAL HEALTH OFFICER	DATE EXAMINED		

June 20, 2019

**HON. JANET M. ILAGAN**

Mayor

Municipality of Mataasnakahoy

Dear Mayor Ilagan,

It come to my attention that the position of Municipal Agriculturist is currently vacant as posted in the human resource office, this municipality.

Relative thereto, may I respectfully signify my intention to apply for the said position.

I am **AILEEN LEYESA ANDAL**, 42 years of age and is currently residing at Barangay Calingatan, Mataasnakahoy, Batangas I graduated with the Degree in Bachelor of Science in Agribusiness Management at De La Salle Lipa College and is a holder of a professional license as an agriculturist. I also gained units in Masters in Public Administration at Batangas State University and intend to pursue and finish my studies this year.

I am currently employed at the office of the Provincial Agriculturist of Batangas as Agricultural Technologist, and have been performing extension works within the municipalities of Mataasnakahoy as my pilot area and Balete as my radiation area. I also serve as the provincial cacao focal person and is the one responsible in the implementation, distribution and monitoring of projects and programs of the said commodity in the province. I was then a job order at the Office of the Municipal Agriculturist of Mataasnakahoy for one year from June 2015 to June 2016.

With the exposure to various field in agriculture and attendance to different trainings here and abroad, I believed that I am qualified to aspire for the said position.

Attached were my pertinent documents for your ready reference and perusal.

Respectfully yours,

  
**Aileen L. Andal**



# SAN SEBASTIAN DIAGNOSTIC LABORATORY, INC.

C.M. Recto Avenue, Lipa City, Batangas

Tel No: 756-4384

Patient Name: Aileen L. Andal  
Address: M .Kahoy Batangas

Age : 42 Sex: Female  
Date: July 12, 2019

## COMPLETE BLOOD COUNT (CBC) REPORT

TESTS	RESULTS	NORMAL RANGE	TESTS	RESULTS	NORMAL RANGE
WBC Count	8.1	$4.0 - 10.0 \times 10^9/L$	Differential Count		
Hemoglobin	142	M 130 – 180 g/L F 120 – 160 g/L	Neutrophils	64.8	55.0 – 65.0
Hematocrit	42.8	M 40.0 – 54.0 F 38.0 – 47.0	Lymphocytes	27.3	25.0 – 35.0
			Monocytes	7.9	0.00 – 4.00
			Eosinophils		0.00 – 3.00
			Basophils		0.00 – 1.00

Remarks :

Mary Joy A. Abantes, RMT  
Medical Technologist  
PRC Lic. # 67546

Celso S. Ramos, MD, FPSP  
Pathologist  
PRC Lic# 46296



# SAN SEBASTIAN DIAGNOSTIC LABORATORY, INC.

C.M. Recto Avenue, Lipa City, Batangas

Tel No: 756-4384

Patient Name: Aileen Andal

Age: 42 Sex: Female

Address:

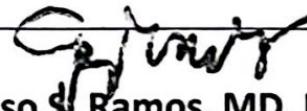
Examination: Urinalysis

Date: July 12, 2019

## CLINICAL MICROSCOPY

Physical	Microscopic	
Color	Yellow	Red Blood Cell 0-3/hpf
Transparency	Clear	Pus Cell 5-8/hpf
Reaction	6.0	Squamous Epithelial Cell Moderate
Specific Gravity	1.025	Amorphous Urates
Chemical	Amorphous Phosphate	
Sugar	Negative	Mucus Thread
Albumin	Negative	Bacteria Moderate
		Yeast Cell
Pregnancy Test		
Urine		
Blood/Serum	Remarks	

Rovie Anne L. Tobias, RMT  
Medical Technologist  
PRC Lic. 56763

  
Celso S. Ramos, MD, FPSP  
Pathologist  
PRC Lic# 46296



# SAN SEBASTIAN DIAGNOSTIC LABORATORY, INC.

Lipa Parish Commercial Center  
C.M. Recto Ave., Lipa City  
Tel. # 756-4384

CASE NO.: 19-6644

Date: 7-12-19

Name: Aileen Andal

Age: 42 Sex: \_\_\_\_\_

Company: \_\_\_\_\_  Pre-Employment

Parts to be Examined: CXR PA  Annual Check-Up

Requesting Physician: \_\_\_\_\_ /

Purpose/History: clearance /

## RADIOLOGICAL REPORT

No active parenchymal infiltrates.

Heart is not enlarged.

Diaphragm and sulci are intact.

The rest of the visualized chest structures are unremarkable.

### IMPRESSION:

NO SIGNIFICANT CHEST FINDINGS.

*mrt*  
M.R. Sarmiento

Radiologic Technologist

*ABG*  
Raymund B. Glorioso M.D. DPBR  
RXT M.D. FPCR

Radiologist



Republic of the Philippines  
Professional Regulation Commission  
Southern Tagalog Regional Office  
Lucena City

## CERTIFICATION

THIS IS TO CERTIFY that according to the records of this Commission,

AILEEN LEYESA ANDAL

(Name)

PASSED

the

AGRICULTURIST

licensure examination given by the

BOARD OF AGRICULTURE

(Name of Board)

on

JUNE, 2015

with a general rating of

SEVENTY SIX & 50/100

percent

76.50%

This certification is issued upon his/her request for whatever legal purpose it may serve.

Lucena City, Philippines

June 19, 2015



*REYNALDO V. CRISTOBAL*  
REYNALDO V. CRISTOBAL  
Officer-In-Charge

### SEAL

O.R. No. : 9116187

Date : 6/19/2015

Amount : 75.00

Verified and Typed by:

*Christopher M. Torres*

in-charge

RO-LUC/Var

RVC/jlot/cmt

ANY ERASURE OR ALTERATION HEREON NULLIFIES THIS CERTIFICATION.

NOT VALID WITHOUT DRY SEAL AND METERED DOCUMENTARY STAMP.



Republic of the Philippines  
Professional Regulation Commission  
Southern Tagalog Regional Office  
Lucena City

C E R T I F I C A T I O N

THIS IS TO CERTIFY that according to the records of this Commission,

AILEEN LEYESA ANDAL

(Name)

PASSED

AGRICULTURIST

licensure examination given by the

BOARD OF AGRICULTURE

(Name of Board)

on

JUNE, 2015

with a general rating of

SEVENTY SIX & 50/100

percent

76.50%

This certification is issued upon his/her request for whatever legal purpose it may serve.

Lucena City, Philippines  
June 19, 2015

*REYNALDO V. CRISTOBAL*  
REYNALDO V. CRISTOBAL  
Officer-In-Charge



SEAL

O.R. No. : 9116187

Date : 6/19/2015

Amount : 75.00

Verified and Typed by:

*CHRISTOPHER M. TORRES*  
CHRISTOPHER M. TORRES  
in-charge

RO-LUC/Var  
RVC/Jlot/cmt

ANY ERASURE OR ALTERATION HEREON NULLIFIES THIS CERTIFICATION.  
NOT VALID WITHOUT DRY SEAL AND METERED DOCUMENTARY STAMP.

TV

Report ID: DTO-R03



DEPARTMENT OF HEALTH  
OPTIHEALTH DIAGNOSTIC AND MEDICAL SERVICE  
147 ESTEBAN MAYO ST., BRGY. 6, LIPA CITY, BATANGAS

Phone Number (043) 784 - 4035

## DRUG TEST REPORT

SJ983076

45

CCF No: 201908140001

Transaction Date Time: 8/14/2019 9:09:00AM

Name: ANDAL, AILEEN LEYESA

Report Date Time: 8/14/2019 9:48:27AM

Birthdate: 09/30/1976 Age: 42

Gender: F

Test Method TEST KIT

## Purpose

## Requesting Parties

Government Employment

LGU OF MATAAS NA KAHOY

## Result

Drug/Metabolite	Result	Remarks
METHAMPHETAMINE	NEGATIVE	PASSED
TETRAHYDROCANNABINOL	NEGATIVE	PASSED

## Test Conducted By

65

MRS. LINDA LASIN PANGANIBAN

Analyst

## Approved By

66

MR. SPENCER SITJAR WATANABE

Head of Laboratory

Valid Within 12 Month/s from Transaction Date

This is a DOH-DDB IDTOMIS generated report



Republic of the Philippines  
Department of Justice  
National Bureau of Investigation



This is to certify that the person whose name, picture, signature and thumbprint appearing below applied for NBI Clearance and the results is as follows:

NBI ID NO.  
**L200IA4N67-LA541703**

FAMILY NAME  
**LEYESA**  
MIDDLE NAME  
**MANGUERRA**  
ADDRESS  
**CALINGATAN MATAASNAKAHOY BATANGAS**

DATE OF BIRTH  
**September 30, 1976**

CITIZENSHIP  
**FILIPINO**

PURPOSE  
**MULTI-PURPOSE CLEARANCE**

REMARKS  
**NO DEROGATORY RECORD**

VALID UNTIL  
**June 26, 2020**

FIRST NAME  
**AILEEN**

HUSBAND'S SURNAME  
**ANDAL**

PLACE OF BIRTH  
**MATAAS NA KAHOY**

CIVIL STATUS  
**MARRIED**

GENDER  
**FEMALE**

SIGNATURE



Date Printed: Tuesday, July 09, 2019 09:00 AM

Agency LA DATID MILA  
CASID MILA BIOD MILA  
O.R. No MPUWPZHME0 RECID Joan2  
O.R. Date 06/26/2019 2:20:52 PM INTID  
DST PAID PRTID MILA



L200IA4N67-LA541703

ATTY. DANTE A. GIERRAN, CPA  
Director



Municipal Form No. 102—(Revised Dec. 1, 1958)

(TO BE ACCOMPLISHED IN DUPLICATE)

## REPUBLIC OF THE PHILIPPINES

## CERTIFICATE OF LIVE BIRTH

(FILL OUT COMPLETELY, ACCURATELY, LEGIBLY IN INK OR TYPEWRITER)

## Register Number:

- (a) Civil Registrar-General No. ....  
 (b) Local Civil Registrar No. ADL-C-76)

Province: BATANGAS  
 City or Municipality: MATHASNAKA BAY

1. PLACE OF BIRTH: a. PROVINCE b. CITY OR MUNICIPALITY c. NAME OF HOSPITAL OR INSTITUTION (If not in hospital, give street address) d. Is PLACE OF BIRTH INSIDE CITY LIMITS? Yes <input type="checkbox"/> No <input type="checkbox"/>	2. USUAL RESIDENCE OF MOTHER (Where does mother live?) a. PROVINCE b. CITY OR MUNICIPALITY c. NUMBER AND STREET d. Is RESIDENCE INSIDE CITY LIMITS? Yes <input type="checkbox"/> No <input type="checkbox"/>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

3. NAME (Type or print) First AILEEN Middle MANGUERRA Last LEYEGA

4. SEX  THIS BIRTH  
 SINGLE  TWIN  TRIPLET   
 5. If TWIN OR TRIPLET, WAS CHILD 1ST  2ND  3RD   
 6. DATE OF BIRTH  
 Month Day Year 1976

7. NAME First BONIFACIO ARANON LEYEGA Middle Last RELIGION CATHOLIC  
 8. NATIONALITY PHIL. 9. RACE Brown

9. AGE (At time of this birth) Years 35 10. BIRTHPLACE RELIGION Soldier  
 11. USUAL OCCUPATION 12. KIND OF BUSINESS OR INDUSTRY

13. MAIDEN NAME First MYRNA PETRUM MANCUELA Middle RELIGION CATHOLIC  
 14. AGE (At time of this birth) Years 20 15. BIRTHPLACE RELIGION

16. PREVIOUS DELIVERIES TO MOTHER  
 (Do not include this birth)

17. a. INFORMANT'S SIGNATURE: Ligeo B. Hernandez  
 b. NAME IN PRINT: Ligeo B. Hernandez  
 c. ADDRESS: San Isidro B.S.

18. MOTHER'S MAILING ADDRESS: (Number, Street, City or Municipality, Province) same as above

19. ATTENDANT AT BIRTH  
 I HEREBY CERTIFY that I attended the birth of this child who was born alive at 7:15 o'clock AM on the date above indicated.

d. DATE SIGNED BY ATTENDANT AT BIRTH: 10/5/76

e. TITLE OF ATTENDANT AT BIRTH  
 M.D.  MIDWIFE  
 NURSE  OTHERS (Specify)

21. e. GIVEN NAME ADDED FROM SUPPLEMENTAL REPORT:

f. DATE WHEN GIVEN NAME WAS SUPPLIED:

22a. LENGTH OF PREGNANCY COMPLETED WEEKS 36 22b. WEIGHT AT BIRTH LB. 4 OZ. 23. LEGITIMATE  
 YES  NO

24. DATE AND PLACE OF MARRIAGE OF PARENTS (For legitimate birth)  
 Date: 21 Month: October Year: 1975

25. THIS CERTIFICATE IS PREPARED BY:  
 SIGNATURE: Ligeo B. Hernandez  
 NAME IN PRINT: Ligeo B. Hernandez  
 TITLE OR POSITION: Midwife  
 DATE: 10/5/76

City or Municipality Batangas Province Batangas

(SPACE FOR MEDICAL AND HEALTH ITEMS FOR SPECIAL PURPOSES)

07124-A8-105AVL-01021-BI002

BEST POSSIBLE IMAGE



T105071241050102107042019002

BReN  
01018-A76TW01-7Documentary  
Stamp Tax Paid

CLAIRES DENNIS S. MAPA, Ph. D.

National Statistician and Civil Registrar General  
Philippine Statistics Authority

KN400982505





Municipal Form No. 87 (Form No. 13)  
(Revised January 1993)

(To be accomplished in quadruplicate)

(COPY FOR OCRG)

Republic of the Philippines  
OFFICE OF THE CIVIL REGISTRAR GENERAL  
**CERTIFICATE OF MARRIAGE**

Province \_\_\_\_\_  
City/Municipality \_\_\_\_\_

Registry No.  
2002-68

Name of Contracting Parties	(HUSBAND)			(WIFE)		
	(first)	(middle initial)	(last)	(first)	(middle initial)	(last)
RANNIE CLEOFAS T. ANDAL	AN	EL	AL	ALICE	E	LEYESA
Date of Birth/Age	9 April 1974	28 yrs.		30 Sept. 1978	25 yrs.	
Place of Birth	Matnasaakhey, Bata.			Matnasaakhey, Bata.		
Sex (Male or Female)	Male			Female		
Citizenship	Filipino			Filipino		
Residence	Calingatan, M-kahey, Bata.			Calingatan, M-kahey, Bata.		
Religion	R. Catholic			R. Catholic		
Civil Status	Single			Single		
Name of Father	Ricardo T. Andal Jr.			Benifacie A. Leyesa		
Citizenship	Filipino			Filipino		
Name of Mother	Angelina V. Temple			Myrna P. Marquez		
Citizenship	Filipino			Filipino		
Persons who gave consent or advice	of legal age			of legal age		
Relationship						
Residence						

Place of Marriage Matnasaakhey Catholic Church

(Office of the House of Barangay, Church, Mosque or

Fr. H-A, Matnasaakhey, Batangas)

Date: 27 April 2002 Address: 9:00 A.M.  
(day) (month) (year)

Rannie Cleofas T. Andal

THIS IS TO CERTIFY: That we, Rannie Cleofas T. Andal and I, Alice Leyesa, both of legal age, of our own free will and accord, and in the presence of the person solemnizing this marriage and of the witnesses named below, take each other as husband and wife and certifying further that we:

- have not entered into a marriage settlement  
 have entered into a marriage settlement, a copy of which is hereto attached.

IN WITNESS WHEREOF, I, Rannie Cleofas T. Andal, have signed and marked with our finger print, this certificate in quadruplicate this 27 April 2002.

Alice Leyesa

(Signature of Husband)

(Signature of Wife)

THIS IS TO CERTIFY: THAT BEFORE ME, on the date and place above-written, personally appeared the above-mentioned parties, with their mutual consent, lawfully joined together in marriage which was solemnized by me in the presence of the witnesses named below, all of legal age.

I CERTIFY FURTHER THAT:

- Marriage license, both issued on April 17, 2002, at Matnasaakhey, Bata, in favor of said parties, was exhibited to me.  
 no marriage license was necessary, the marriage being solemnized under Art. 202 of Executive Order No. 202.  
 the marriage was performed in accordance with the provisions of Presidential Decree No. 108, Rev. Fr. Pio A. MAGAHANG

(Signature of Solemnizing Officer)

PATRICK ATLEST

Authorization No. 00-1755-02 (Registration/Designation) Expiration Date: 2002

(Religious Affiliation, Registry No. and Expiration Date, if applicable)

WITNESSES

(Print Name and Sign)

ENGR. SAMILIO ANDAL Jr. MRS. EDITH LE GUILMET

FIRL INP. EDGAR ALVARADO

MRS. LOUISE ANAVALO

REMARKS/ANNOTATION
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FOR DCRG USE ONLY:  
Population Reference No.  
(Husband)

_____	(Wife)
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TO BE FILLED UP AT THE  
OFFICE OF THE CIVIL REGISTRAR

80  
B020006

87  
1

88  
28

89  
25

92  
1

93  
1

94  
10181

99  
10181

104  
1

105  
1

106  
107  
0790

108  
10181

113  
2704200

119  
1

RECEIVED AT THE OFFICE  
OF THE CIVIL REGISTRAR

*[Signature]*

Signature

Engr. Samilio J. BAYANT

Name in Print

Clark I

Title or Position

Date Received



07124-6G-105AVL-01021-MI001

BEST POSSIBLE IMAGE



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KN100982495

Documentary  
Stamp Tax Paid

CLAIRE DENNIS S. MAPA, Ph. D.  
National Statistician and Civil Registrar General  
Philippine Statistics Authority



# De La Salle-Lipa

COLLEGE DEPARTMENT

Lungsod ng Lipa, Pilipinas  
LIPA CITY, PHILIPPINES

Sa lahat ng makakatunghay ng kasulatang ito, mapitagang bali sa ngalan ng maykapal  
TO ALL TO WHOM THIS DIPLOMA COMES TO VIEW, GREETINGS IN THE LORD

bayaang mabatid ng lahat na kami bilang mga saksi ay naghahayag na si

LET ALL MEN KNOW THAT WE SIGNIFY AND BEAR WITNESS THAT

Aileen A. Leyesa

ay nakatupad sa itinakling kurso at nakasulit ng maluwalhati gaya ng pinagtitibay ng Komisyon ng  
WHO HAS SATISFACTORILY COMPLETED THE PRESCRIBED COURSE OF STUDY AS APPROVED BY THE COMMISSION ON

Pinakamataas na Edukasyon, ng Republika ng Pilipinas, ay ipinaghahabol ang titulong  
HIGHER EDUCATION OF THE REPUBLIC OF THE PHILIPPINES, HAS BEEN CONFERRED THE DEGREE OF

Batsilher sa Agham ng Pangangasiwang Pang-Agrikultura  
Bachelor of Science in Agribusiness Management

Naghakasanay sa

AGHAM PAGHAHAYUPAN

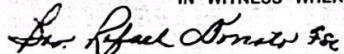
MAJOR IN

ANIMAL SCIENCE

Given this 6 araw ng April, taon ng ating Panginoon, labensiyam na raan at siyamnapu't pito  
GIVEN THIS 6th DAY OF APRIL, YEAR OF OUR LORD NINETEEN HUNDRED AND NINETY SEVEN

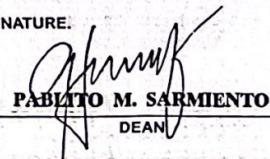
Bilang katanayan, ay aming ikinintal ang tala ng paaralan at ang lagda namin.

IN WITNESS WHEREOF WE HAVE SET THE SEAL OF THE SCHOOL AND OUR SIGNATURE.



BRO. RAFAEL S. DONATO, FSC

PRESIDENT, DE LA SALLE LIPA, INC.

  
PABITO M. SARMIENTO  
DEAN



DE LA SALLE LIPA  
OFFICE OF THE REGISTRAR  
CERTIFIED TRUE COPY

# DE LA SALLE LIBRARY

## **OFFICE OF THE COLLEGE REGISTRAR**

1962 J.P. Laurel National Highway 4217 Lipa City, Philippines  
Trunklines (+63 43) 756 1849 • 756 2491 • 756 2391  
Telefax (+63 43) 981 1781 • [www.dlsl.edu.ph](http://www.dlsl.edu.ph)



**OFFICIAL TRANSCRIPT OF RECORD**

RECORD OF : LEYESA, AILEEN M.  
HIGH SCHOOL : THE MABINI ACADEMY  
ADMITTED ON : 1ST SEMESTER, 93-94

COLLEGE : AGRIBUSINESS MGT.  
GRADUATED: 04/06/97  
DEGREE : BSC-AGRIBUS

TERM		COURSE DESCRIPTION	GRADE	HRS. / WEEK		UNITS
				Lec.	Lab.	
1st Sem.	ENG1 93-94	COMMUNICATION ARTS I	2.25			3.0
	MATH1	ELEMENTS OF BUSINESS MATH	1.50			3.0
	SOCSCI1	PHILIPPINE HISTORY	2.25			3.0
	BIOSCI1	GENERAL ZOOLOGY	2.00			3.0
	ACCTG1	FUNDS. & PROP. ACCOUNTING	1.75			6.0
	MGT1	BUSINESS ORG. & MGT.	1.50			3.0
	THEO1	MAN AND CHRIST	2.50			3.0
	PE1	PHYSICAL FITNESS	1.50			2.0
2nd Sem.	ENG2 93-94	COMMUNICATION ARTS II	2.50			3.0
	MATH2	COLLEGE ALGEBRA I	2.25			3.0
	PSYCHO1	GENERAL PSYCHOLOGY	1.75			3.0
	BIO2	BOTANY	2.00			3.0
	CHEM1	INORGANIC CHEMISTRY	1.75			5.0
	ANSCI1	INTRODUCTORY TO ANIMAL SCIENCE	2.00			3.0
	TYPE1	FUNDAMENTALS OF TYPING	2.25			3.0
	THEO2	MAN AND SACRAMENTS	1.50			3.0
	PE2	INDIVIDUAL SPORTS	2.00			2.0
1st Sem.	ENG3 94-95	BUSINESS ENGLISH & CORRESPONDENCE	2.25			3.0
	ANSCI2	POULTRY PRODUCTION & MGT.	2.25			3.0
	CHEM2	ORGANIC CHEMISTRY	2.00			5.0
	SOCSCI2	PHIL. GOV'T. & CONSTITUTION	2.00			3.0
	EC01	INTRODUCTION TO ECONOMICS	2.25			3.0
	GEN1	PRINCIPLES OF GENETICS	2.00			3.0
	THEO3	BIBLE STUDY I	1.75			3.0
	PE3	TEAM SPORTS	2.00			2.0
2nd Sem.	ENG4 94-95	WRITING SCIENTIFIC PAPERS	2.00			3.0
	MATH3	MATH OF INVESTMENT	2.25			3.0
	COMP1	INTRODUCTION TO COMPUTER	1.75			3.0
	ACCTG2	PARTNERSHIP & CORP. ACCOUNTING	1.75			6.0
	EC02	AGGREGATE ECONOMICS	2.25			3.0
	RIZAL	RIZAL'S LIFE, WORKS & WRITINGS	2.00			3.0
	THEO4	BIBLE STUDY II	2.00			3.0

<b>DESCRIPTION</b>	<b>GRADING SYSTEM</b>
EX (Excellent)	98 - 100 - 1.0
SP (Superior)	95 - 97 - 1.25
VG (Very Good)	92 - 94 - 1.5
AA (Above Average)	89 - 91 - 1.75
GD (Good)	86 - 88 - 2.0
AV (Average)	83 - 85 - 2.25
SA (Satisfactory)	80 - 82 - 2.5
FR (Fair)	77 - 79 - 2.75
PA (Passing)	75 - 76 - 3.0
RT (Repeat)	Below 75 - 5.0

SPECIAL ORDER NO.: (B) (R-IV) NO. 510-0292 S. 1997

REMARKS: More on page 2 . . .

REFUGIO ALAN ZELE HERNANDEZ

Prepared by:

R. LEVINTIA B. SILVA

Checked by:

RUBEN T. RUBIS

Registrar

(Not valid for transfer without seal)



# DE LA SALLE LIPK

**DE LA SALLE LIPA  
OFFICE OF THE REGISTRAR**

**OFFICE OF THE COLLEGE REGISTRAR**

**CERTIFIED TRUE COPY**

R. LEVINIA B. SILVA

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ADMITTED ON : 1ST SEMESTER, 93-94

COLLEGE : AGRIBUSINESS MGT.  
GRADUATED : 04/06/97  
DEGREE : BSC-AGRIC BUS

TERM		COURSE DESCRIPTION	GRADE	HRS. / WEEK		UNITS
				Lec.	Lab.	
1st Sem. 95-96	PE4	SPECIALIZATION IN SPORTS	2.50			2.0
	ENG5	SPEECH AND ORAL COMMUNICATION	2.00			3.0
	STAT1	DATA ANALYSIS & INTERPRET. FOR DE	1.75			3.0
	BUSLAW1	OBLIGATIONS AND CONTRACTS	2.25			3.0
	ANSCI3	SWINE PRODUCTION MGT.	2.00			3.0
	ANSCI4	PRIN. OF ANIMAL IMPROVEMENT	3.00			3.0
	TAX1	INCOME TAXATION	2.25			3.0
	FIN1	PRIN. OF BANKING, MONEY & CREDIT	2.00			3.0
	THE05	CHURCH HISTORY	1.75			3.0
	SOCSCI3	SOCIAL, ECON., POL. THOUGHTS	1.75			3.0
2nd Sem. 95-96	MATH4	QUANTITATIVE TECHNIQUES IN BUSINE	2.50			3.0
	BLAW2	PARTNERSHIP & CORPORATE LAW	2.00			3.0
	CHEM3	BIOCHEMISTRY	2.00			3.0
	ANSCI5	FORAGE & PASTURES	1.50			3.0
	TAX2	BUSINESS TAXATION	2.50			3.0
	FIN2	AGRICULTURAL FINANCE MANAGEMENT	2.00			3.0
	THE06	SOCIAL TEACHINGS OF THE CHURCH	2.50			3.0
	ENG6	PHILIPPINE LITERATURE IN ENGLISH	2.25			3.0
	SOCSCI4	LAND ETHICS & ENVIRONMENTAL MGT.	2.50			3.0
	THE07	CHRISTIAN MORALITY	2.00			3.0
1st Sem. 96-97	FIL1	SINING NG PAKIKIPAGTALASTASAN	2.00			3.0
	MKTG1	MARKETING PRINCIPLES	2.25			3.0
	ANISCI6	PRINCIPLES OF ANIMAL NUTRITION	2.00			3.0
	THESIS1	THESIS ORIENTATION	2.00			2.0
	SEMINAR1	SEM. ON CURRENT MGT. PRAC. IN LIV	2.25			2.0
	THE08	FAMILY LIFE EDUCATION	2.25			3.0
	FIL2	PANITIKANG PILIPINO	1.75			3.0
	SEMINAR2	CURRENT RESEARCHES IN LIVES. PROD	1.75			1.0
	MGT2	FARM MANAGEMENT	2.00			3.0
	ANISCI7	BEEF CATTLE PROD. & MGT.	2.00			3.0
2nd Sem. 96-97	THESIS2	THESIS WRITING	1.75			4.0

<b>DESCRIPTION</b>	<b>GRADING SYSTEM</b>		
EX (Excellent)	98 - 100	-	1.0
SP (Superior)	95 - 97	-	1.25
VG (Very Good)	92 - 94	-	1.5
AA (Above Average)	89 - 91	-	1.75
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SPECIAL ORDER NO.:

(B)(R-IV) NO. 510-0292 S. 1997

**REMARKS:**

FOR BOARD EXAM PURPOSES ONLY

  
RLFUNZALAN/LEHERNANDEZ

R. LEVINTI B. SILVA

RUBEN T. RUBIS

## **Registrar**



Professional Regulation Commission  
P. Paredes St., Sampaloc, Manila 1008, Philippines  
www.prc.gov.ph (632) 7362248 / 3102009

18-1459572

**CERTIFICATION**

This is to certify that the person whose name, photograph, and signature appear herein is a duly registered professional, legally authorized to practice his/her profession with all the rights and privileges appurtenant thereto.

This is to certify further that he/she is a professional in good standing and that his/her certificate of registration/professional license has not been suspended, revoked, or withdrawn.

TEOFILO S. PILANDO, JR.  
CHAIRMAN

Republic of the Philippines  
Professional Regulation Commission  
Lucena Regional Office

**CERTIFIED TRUE COPY**

RAUL C. MARQUEZ  
Supervising Professional Regulations Officer

P75.00  
Verified by:

OR No. 15932690  
Date: 07-07-19





Republic of the Philippines  
Province of Batangas  
Municipality of Mataasnakahoy

**OFFICE OF THE SANGGUNIANG BAYAN**

**EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN OF MATAASNAKAHOY, BATANGAS HELD AT THE SANGGUNIANG BAYAN SESSION HALL ON AUGUST 05, 2019.**

**PRESENT:**

HON. JAY MANALO ILAGAN	-Municipal Vice Mayor/Presiding Officer
HON. JOSEPH D. CALINISAN	-SB Member
HON. CARMELITA V. ACERIMO	-SB Member
HON. HERWIN D. DEL MUNDO	-SB Member
HON. MERLYN CARAAN- LAQUI	-SB Member
HON. KAREN JOY A. LAQUI	-SB Member
HON. LEMUEL V. DE OCAMPO	-SB Member
HON. ANGELITO L. SUBOL	-SB Member
HON. JERRY M. REYES	-SB Member
HON. NOVILITO M. MANALO	-SB Member/LNB President
HON. MELVEN M. LUCERO	-SB Member/SK Federation President

**ABSENT:**

NONE

**RESOLUTION NO. 96-S-2019**

**RESOLUTION CONCURRING THE APPOINTMENT OF MS. AILEEN L. ANDAL AS MUNICIPAL AGRICULTURIST OF THIS MUNICIPALITY**

WHEREAS, RA 7160 Chapter 2 Sec. 443 (d) provides that "unless otherwise provided herein, heads of departments and offices shall be appointed by the municipal mayor with the concurrence of the majority of all the sangguniang bayan members, subject to civil service law, rules and regulations;;

WHEREAS, Ms. Aileen L. Andal possess all the qualifications and non disqualification as Municipal Agriculturist;

WHEREAS, there is a need to have an agriculturist in our municipality considering that our town is declared agri-ecotourism municipality;

WHEREAS, the appointment of Ms. Aileen L. Andal, Municipal Agriculturist is in order having met the minimum requirements provided by law;

NOW THEREFORE, on motion of Hon. Merlyn Caraan Laqui, Chairman Committee on Good Governance and Legal Matters and duly seconded

BE IT RESOLVED by the Sangguniang Bayan session assembled to confirm and concur the appointment of Ms. Aileen L. Andal to the position of Municipal Agriculturist of this municipality.

APPROVED: August 05, 2019.

RESOLVED FURTHER, that a copy of this resolution be forwarded to Hon. Janet Magpantay Ilagan, Municipal Mayor for her information and guidance. Likewise, to all concerned agencies for their information.

I HEREBY CERTIFY, that the foregoing resolution was approved by the Sangguniang Bayan of Mataasnakahoy, Batangas during its session held at the Sangguniang Bayan Session Hall on August 05, 2019.

**JORGEN M. LANDICHON**  
Secretary to the Sangguniang Bayan

ATTESTED:

**JAY MANALO ILAGAN**  
Municipal Vice Mayor/Presiding Officer