



MEMORANDUM

FOR : **ENGR. WILLIAM P. CUÑADO**
Director
Environmental Management Bureau
DENR Compound, Visayas Avenue, Diliman, Quezon City

FROM : **THE OIC-REGIONAL DIRECTOR**
Environmental Management Bureau Regional Office No. 8
DENR Compound, Brgy. 2, Tacloban City

SUBJECT : **SUBMISSION OF PERTINENT DOCUMENTS RELATIVE TO
PROCESSING OF REPORT ON APPOINTMENT ISSUED (RAI)**

DATE : **May 23, 2022**

Respectfully submitting attachments to the Reports on Appointments Issued (RAI) for the CSC validation of recent Appointments from the EMB Regional Office VIII.

Below is a checklist of the attached documents for review and perusal:

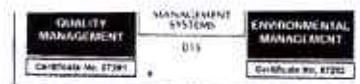
Document	Engineer IV / Hayag	Senior EMS / Fabile	Accountant III / Mejido	EMS I / Dela Cruz	EMS I / Benaires	Supervising EMS / Tan	Supervising EMS / Cavañero
Appointment (signed by appointee)	✓	✓	✓	✓	✓	✓	✓
Appointment Processing Checklist	✓	✓	✓	✓	✓	✓	✓
Position Description Form	✓	✓	✓	✓	✓	✓	✓
Personal Data Sheet	✓	✓	✓	✓	✓	✓	✓
Work Experience Sheet	✓	✓	✓	✓	✓	✓	✓
Authenticated Eligibility	✓	✓	✓	✓	✓	✓	✓
Oath of Office	✓	✓	✓	✓	✓	✓	✓
Certificate of Assumption	✓	✓	✓	✓	✓	✓	✓
Copy of Publication	✓	✓	✓	✓	✓	✓	✓

REYNALDO B. BARRA

H12 EMB's
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