

# CERTIFICATION

THIS IS TO CERTIFY that as per record in this Office, **MS. ALMIRA DOOT GALAN** is employed by the City Government of Panabo with present appointment as **Administrative Assistant II (Human Resource Management Assistant)** at the **City Human Resource Management Office** with a daily rate of **₱17,931.00**.

Below is the inclusive period of her employment with the corresponding related information, to wit:.

Inclusive Period	Designation	Employment Status	Office Assignment
Jan 01, 2023 - PRESENT	HRMA	PERM	CHRMO
Jan 01, 2022 - Dec 31, 2022	HRMA	PERM	CHRMO
Jan 01, 2021 - Dec 31, 2021	ADM.ASS.II	PERM	CHRMO
Jan 01, 2020 - Dec 31, 2020	ADM.ASS.II	PERM	CHRMO
Jan 01, 2019 - Dec 31, 2019	AASST II	PERM	CHRMO
Oct 01, 2018 - Dec 31, 2018	AASST II	PERM	CHRMO
Jan 01, 2018 - Sep 30, 2018	ADM AIDE 3	PERM	CHRMO
Apr 11, 2017 - Dec 31, 2017	Administrative Officer II (Human Resource Management Officer I)	PERM	CHRMO
Jan 01, 2017 - Apr 10, 2017		JOBORDER	CMO
Oct 01, 2016 - Dec 31, 2016		JOBORDER	CMO
Jan 01, 2016 - Sep 30, 2016	PEARS CREW	HONORARIUM	CMO-CDCC
Jan 01, 2015 - Dec 31, 2015	PEARS CREW	HONORARIUM	CMO-CDCC
Jan 01, 2014 - Dec 31, 2014	PEARS CREW	HONORARIUM	CMO-CDCC
Jan 01, 2013 - Dec 31, 2013	PEARS CREW	HONORARIUM	CMO-CDCC
Aug 01, 2012 - Dec 31, 2012	PEARS CREW	HONORARIUM	CHRMO
Jan 01, 2012 - Jul 31, 2012	POLICE AUXILIARY	HONORARIUM	CHRMO
Jan 04, 2011 - Dec 31, 2011	POLICE AUXILIARY	HONORARIUM	CHRMO
Oct 17, 2003 - Dec 31, 2003		JOBORDER	CHRMO
Oct 16, 2003 - Oct 31, 2003		JOBORDER	CHRMO
***** nothing follows *****			

This certification is being issued upon the request of the above-mentioned employee for **whatever legal purpose it may serve**.  
Issued this 21st day of February, 2024 at Panabo City, Davao del Norte, Philippines.

Certified Correct:

**JAN MARI G. CAFE, MBA**  
CGDH I - CHRMO