

CS Form No. 33-B
Revised 2018

(Stamp of Date of Receipt)

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Baybay City, Leyte

Mr./Mrs./Ms.: RODERICK M. UNAJOAN

You are hereby appointed as Administrative Aide III (SG 3, Step 1)
(Position Title) Clerk I

under Permanent status at the Institute of Human Kinetics
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of FOURTEEN THOUSAND SIX HUNDRED SEVENTY-EIGHT (P
14,678.00) pesos per month.

The nature of this appointment is Original vice N/A
(Original, Promotion, etc.)

who N/A with plantilla Item No. VISCAB-ADA3-172-2004 Page 16 of 22 pp.
(Transferred, Retired, etc.)

This appointment shall take effect on the date of signing by the appointing officer/authority.

Very truly yours,


EDGARDO E. TULIN
Appointing Officer/Authority

March 06, 2023

Date of Signing

Accredited/Deregulated Pursuant to
CSC Resolution No. 1801514, s. 2018
dated 12/18/2018

DRY SEAL

(Stamp of Date of Receipt)

SUBJECT TO TWO (2) YEARS PROBATIONARY PERIOD
per 2018 approved VSU MSP

Certification

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

The position was published at CSC-Bulletin of Vacant Positions from Oct. 12, 2022 to Oct. 22, 2022 and posted in Admin Bldg, USSO Bulletin Boards, jobs.vsu.edu.ph from Oct. 12, 2022 to Oct. 22, 2022 in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on February 08, 2023.


HONEY SOFIA V. COLIS
HRMO

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 February 08, 2023.


DANIEL LESLIE S. TAN
Chairperson, HRMPSB/**Placement Committee**

CSC/HRMO Notation

ACTION ON APPOINTMENTS			Recorded by
<input type="checkbox"/> Validated per RAI for the month of _____			
<input type="checkbox"/> Invalidated per CSCRO/FO letter dated _____			
<input type="checkbox"/> Appeal	DATE FILED	STATUS	
<input type="checkbox"/> CSCRO/CSC-Commission			
<input type="checkbox"/> Petition for Review			
<input type="checkbox"/> CSC-Commission			
<input type="checkbox"/> Court of Appeals			
<input type="checkbox"/> Supreme Court			

Acknowledgement

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

Received original/photocopy of appointment on 3/29/2023


RODERICK M. UNAJAN
Appointee