

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.: MELVINCE R. MARTIREZ

You are hereby appointed as Instructor I (SG 12, Step 1) (Plant Pathology)  
(Position Title)

under Temporary status at the Dept. of Pest Management  
(Permanent, Temporary, etc.) (Office/Department/Unit)


with a compensation rate of TWENTY- NINE THOUSAND ONE HUNDRED SIXTY-FIVE  
(P 29,165.00) pesos per month.

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

who N/A with plantilla Item No. VISCAB- INST1-12-2023 Page 5 of 10 pages  
(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

September 1, 2023  
Date of Signing

Until July 31, 2024

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



(Stamp of Date of 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 N/A from to ,  
20 and posted in from to ,  
20 in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on August 17 , 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 August 17, 2023 .

BEATRIZ S. BELONIAS  
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 Sept. 25, 2023  
MELVIN R. MARTINEZ  
Appointee