

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.: JO JANE D. ATOK

You are hereby appointed as Instructor I (SG 12, Step 2) (Biotechnology)
(Position Title)

under Temporary status at the Advanced Research and Innovation Center
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of THIRTY THOUSAND NINE HUNDRED EIGHTY-NINE (P 30,989.00)
pesos per month.

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

who N/A with plantilla Item No. VISCAB-INST1-27-2020 Page 2 of 4 pp.
(Transferred, Retired, etc.)

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

Very truly yours,



PROSE IVY G. YEPES
Appointing Officer/Authority

January 01, 2025

Date of Signing

Until 12/31/2025

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

DRY SEAL

(Stamp of Date of Receipt)

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 , 20 .

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 .

ROTACIO S. GRAVOSO
Chairperson, HRMPSB/ Placement Committee

CSC/HRMO Notation

ACTION ON APPOINTMENTS			Recorded by
☐ Validated per RAI for the month of			
☐ Invalidated per CSCRO/FO letter dated			
☐ Appeal	DATE FILED	STATUS	
☐ CSCRO/ CSC-Commission			
☐ Petition for Review			
☐ CSC-Commission			
☐ Court of Appeals			
☐ Supreme Court			

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

Acknowledgement
Received original/photocopy of appointment on Jan. 21, 2025
JO JANE O. ATOK
Appointee