

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.: VICTOR S. NERI

You are hereby appointed as **Administrative Assistant V (SG 11, Step 1)**

(Position Title)

under **coterminous** status at the **Office of the Vice President for Academic Affairs**
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of **TWENTY-EIGHT THOUSAND FIVE HUNDRED TWELVE**

(P 28, 512.00) pesos per month.

The nature of this appointment is **Reappointment** vice **NA**
(Original, Promotion, etc.)

,who **N/A** with plantilla Item No. **VISCAB-ADAS5-58-2023** Page **7 of 28** 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 1, 2025

Date of Signing

Until December 31, 2025

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

DRY SEAL

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

Honey Sofia V. Colis
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 .

Elwin Jay V. Yu
ELWIN JAY V. YU
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			

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

Acknowledgement
Received original/photocopy of appointment on January 1, 2025
VICTOR S. NERI
Appointee