CS Form No. 33-B
Revised 2018

(Stamp of Date of Receipt)

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Baybay City, Leyte

<u>Mr./Mrs./Ms.: **RANDY G. CAñA**</u>

You are hereby appointed as <u>**Administrative Aide IV (Printing Machine Operator I) (SG 4, Step 1)**</u>
(Position Title)

under <u>**Permanent**</u> status at the <u>**Printing Press**</u>
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of <u>**SIXTEEN THOUSAND TWO HUNDRED NINE (₱ 16,209.00)**</u> pesos per

month.

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

who <u>**N/A**</u> with plantilla Item No. <u>**VISCAB-ADA4-117-2004**</u> Page <u>18</u> of <u>28</u> 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

October 15, 2024
Date of Signing

Assumption: Nov 1, 2024

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

DRY SEAL

(Stamp of Date of Receipt)
SUBJECT TO TWO (2) YEARS PROBATIONARY PERIOD
per 2018 approved VSU MSP
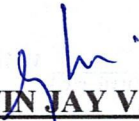
Certification

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

The position was published at <u>CSC-Bulletin of Vacant Positions</u> from _____ to _____, and posted in <u>Admin. Bldg, USSO Bulletin Boards, jobs.vsu.edu.ph</u> from_____ to_____, in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on _____.

HONEY SOFIA V. COLIS
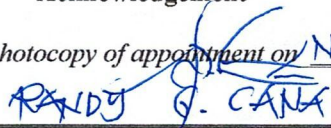HRMO

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
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 NOV. 15, 2024

RANDY J. CANA
Appointee