

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.: EDRALIN M. MALASAGA

You are hereby appointed as Science Research Assistant (SG 9, Step 1)
(Position Title)
under Contractual status at the National Coconut Research Center
(Permanent, Temporary, etc.) (Office/Department/Unit)
with a compensation of TWENTY ONE THOUSAND TWO HUNDRED ELEVEN
(P 21, 211.00) pesos per month.

The nature of this appointment is Reappointment vice _____
(Original, Promotion, etc.)
who NA with plantilla Item No. LS Page of pp.
Transferred, Retired, etc.)

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

Very truly yours,


DANIEL LESLIE S. TAN
Appointing Officer/Authority

January 1, 2024
Date of Signing
Until 06/30/2024

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 NA from to , 20 and posted in NA 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 .

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 2-13-24
EDRALIN M. MALASAGA
Appointee