

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.: JED ASAPH D. CORTES

You are hereby appointed as Instructor I (SG 12, Step 3) (Dev't Communication)  
(Position Title)  
under Permanent status at the Dept. of Dev't Communication  
(Permanent, Temporary, etc.) (Office/Department/Unit)  
with a compensation rate of TWENTY EIGHT THOUSAND ONE HUNDRED EIGHTY  
(P 28, 180.00) pesos per month.

The nature of this appointment is reappointment vice N/A  
(Original, Promotion, etc.)  
, who N/A with plantilla Item No. VISCAB-INST1-48-2002 Page 31 of 38 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

June 3, 2022  
Date of Signing

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



(Stamp of Date of Release)

SUBJECT TO SIX (6) MONTHS PROBATIONARY PERIOD  
per 2018 approved VSU MSP

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  
HONEY SOFIA V. COLIS  
OIC 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 .

Beatriz  
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 July 7, 2012  
JED ASAPH V. CORTEZ  
Appointee