

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.: FELISA C. RAMADA

You are hereby appointed as Guesthouse Caretaker (SG 2, Step 1)
(Position Title)

under Permanent status at the VSU Cebu Office
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of THIRTEEN THOUSAND EIGHT HUNDRED NINETEEN (P 13,819.00)

pesos per month.

The nature of this appointment is Original vice Sedrome,
(Original, Promotion, etc.)

Isabelita V. who Retired with plantilla Item No. VISCAB-GUESTC-4-1998 Page
(Transferred, Retired, etc.)

20 of 22 pp.

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

Very truly yours,

EDGARDO E. TULIN
Appointing Officer/Authority

August 16, 2023
Date of Signing

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

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 No. 24, s. 2017** as amended have been compiled with, reviewed and found to be in order.

The position was published at CSC-Bulletin of Vacant Position from Mar. 30, 2023 to Apr. 10, 2023 and posted in Admin Bldg, USSO Bulletin Boards, jobs.vsu.edu.ph from Mar. 30, 2023 to Apr. 10, 2023 in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on July 28, 2023.


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 July 28, 2023.


DANIEL LESLIE S. TAN
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 9/8/23

FELISA C. RAMADA
Appointee