

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.: RAUL ANTHONY S. VALENZONA

You are hereby appointed as Administrative Aide VI (Clerk III) (SG 6, Step 1)
(Position Title)

under Permanent status at the Internal Audit Service
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of EIGHTEEN THOUSAND NINE HUNDRED FIFTY-SEVEN

(₱ 18,957.00) pesos per month.

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

who N/A with plantilla Item No. VISCAB-ADA6-115-2023 Page 15 of 26 pp.
(Transferred, Retired, etc.)

This appointment shall take effect on the date of signing by the appointing officer/authority.
Subject to CSC attestation of the promotional appointment of the incumbent of the previous position.

Very truly yours,



PROSE IVY G. YEPES
Appointing Officer/Authority

March 25, 2025
Date of Signing

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



(Stamp of Date of Receipt)

Republic of the Philippines
VISAYAS STATE UNIVERSITY
ViSCA, Baybay City, Leyte

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Mr. Raul Anthony S. Valenzona has assumed the duties and responsibilities as Administrative Aide VI (Clerk III) of Internal Audit Services effective March 25, 2025.

This certification is issued in connection with the issuance of the appointment of Mr. Valenzona as Administrative Aide VI (Clerk III).

Done this 25th day of March in 2025.


MARIA TERESA A. CRUZ
Head of Office/Department/Unit

Date: March 25, 2025

Attested by:


HONEY SOFIA V. COLIS
HRMO

201 file
Admin
COA
CSC


*For submission to CSC FO
within 30 days from the
date of assumption of the
appointee*

REPUBLIC OF THE PHILIPPINES
VISAYAS STATE UNIVERSITY
ViSCA, Baybay City, Leyte

OATH OF OFFICE

I, Raul Anthony S. Valenzona of Internal Audit Services, VSU, Baybay City, Leyte having been appointed to the position of Administrative Aide VI(Clerk III) hereby solemnly swear, that I will faithfully discharge to the best of my ability, the duties of my present position and of all others that I may hereafter hold under the Republic of the Philippines; that I will bear true faith and allegiance to the same; that I will obey the laws, legal orders, and decrees promulgated by the duly constituted authorities of the Republic of the Philippines; and that I impose this obligation upon myself voluntarily, without mental reservation or purpose of evasion.

SO HELP ME GOD.


RAUL ANTHONY S. VALENZONA
(Signature over Printed Name
of the Appointee)

Government ID: Driver's License
ID Number : H12-09-000112
Date Issued : July 13, 2022

Subscribed and sworn to before me this 25th day of March, 2025
in VSU, Baybay City, Leyte, Philippines.


PROSE IVY G. YEPES
(Signature over Printed Name of
Person Administering the Oath)