

Urgent  
to: RGP20 11-21-2400  
236464

For Accredited/Deregulated Agencies

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.: JENEFER B. JAYME

You are hereby appointed as Administrative Officer III (Executive Assistant I) (SG 14, Step 1)  
(Position Title)

under Permanent status at the Administrative Services Office  
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of THIRTY-FIVE THOUSAND FOUR HUNDRED THIRTY-FOUR (P  
35,434.00) pesos per month.

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

who N/A with plantilla Item No. VISCAB-ADOF3-20-2004 Page 5 of 28 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

November 06, 2024  
Date of Signing

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

DRY SEAL

(Stamp of Date of Receipt)