

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.: KYBEE M. CAYONE

You are hereby appointed as Administrative Aide IV (Clerk II) (SG 4, Step 1)
(Position Title)

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

with a compensation rate of SIXTEEN THOUSAND EIGHT HUNDRED THIRTY-THREE (P


16,833.00) pesos per month.

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

who N/A with plantilla Item No. VISCAB-ADA4-150-2004 Page 3 of 4 pp.
(Transferred, Retired, etc.)

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

Very truly yours,


PROSE IVY G. YEPES
Appointing Officer/Authority

May 20, 2025
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