


CS Form No. 33-B  
Revised 2018

(Stamp of Date of Receipt)

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, LeyteMr./Mrs./Ms.: APRIL JAE G. CUSTODIOYou are hereby appointed as Instructor I (SG 12, Step 1) (Education)  
(Position Title)under Temporary status at the DTE  
(Permanent, Temporary, etc.) (Office/Department/Unit)with a compensation rate of TWENTY SIX THOUSAND FIFTY TWO (P 26,052.00) pesos per  
month.The nature of this appointment is Transfer vice COMPENDIO, Crisyl S.  
(Original, Promotion, etc.), who End of Term with plantilla Item No. VISCAB-INST1-11-2016 Page 22 of 38 page  
(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/Authority8/17/2021  
Date of Signing

Until 7/31/2022

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

(Stamp of Date of Release)



Republic of the Philippines  
**Department of Education**  
Regional Office VIII  
**ORMOC CITY DIVISION**

Narra St., Don Felipe Larrazabal, Ormoc City, Leyte, Philippines 6541  
Telefax No. (053) 561-1232/Telephone No. (053) 561 - 1719  
Email Address: deped.ormoc.hrmu@gmail.com



**SERVICE RECORDS**

(To be accomplished by Employer)

Emp. No. 6301482

NAME : **CUSTODIO** **APRIL JAE** **GABRIEL** (if married woman, given also full maiden name)  
(Surname) (Givenname) (Middlename)  
(Date herein should be checked from birth or baptismal certificate or other reliable documents.)  
BIRTH : April 18, 1995 Ormoc City  
( Date ) (Place)

This is to certify that the aforementioned employee have actually rendered services on the dates and places hereunder indicated based on the appointment and other papers available in this Office, to wit.

Inclusive Date		Record of Appointment			Office Entity		Leave Absence w/o pay	Separation	
From	To	Designation	Status	Annual Salary	Station/Place Assignment	Division Branch		Date/Cause	
08-09-18	12-31-18	Tea. I	Perm.	242,148.00	DepEd,Ormoc City	N/M	None	N/A	N/A
01-01-19	12-31-19	Tea. I	Perm.	249,048.00	DepEd,Ormoc City	N/M	None	N/A	NBC 575
01-01-20	12-31-20	Tea. I	Perm.	267,792.00	DepEd,Ormoc City	N/M	None	N/A	NBC 579
01-01-21	08-08-21	Tea. I	Perm.	286,524.00	DepEd,Ormoc City	N/M	None	N/A	NBC 584
08-09-21	08-16-21	Tea. I	Perm.	289,932.00	DepEd,Ormoc City	NOSI, STEP2		08-17-21	Transfer to VISCA

**PURPOSE:**

For Transfer purposes only.

Issued in compliance with Executive Order No. 54 dated August 10, 1954 and in accordance with Circular No. 58 dated August 10, 1954 of the System.

Certified Correct:

**MAHALIA M. LAURON**  
Administrative Officer IV

September 16, 2021  
Date

Attested by:

**MARIA CLAUDITH L. MANAWATAO**  
Administrative Officer V