***For Accredited/Deregulated Agencies***

***CS Form No. 33~~-~~B***

***Revised 2018***

 *(Stamp of Date of Receipt)*

### **Republic of the Philippines**

\_\_\_\_(Name of Agency)\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mr./Mrs./ Ms.:**

 **You are hereby appointed as (**SG/JG/PG  **)**

 **(Position Title)**

 **(Permanent, Temporary, etc.) (Office/Department/Unit)**

 **with a compensation rate of (P )**

**pesos per month.**

 wer

under status at the

 **The nature of this appointment is vice**

 **(Original, Promotion, etc.)**

 **, who with Plantilla Item No.**

 **(Transferred, Retired, etc.)**

 **Page .**

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

 **Very truly yours,**

 **Appointing Officer/Authority**

 **Date of Signing**

 **Accredited/Deregulated Pursuant to**

 **CSC Resolution No. \_\_\_\_\_**, s. **\_\_\_\_\_**

 **dated \_\_\_\_\_ \_\_\_\_\_** ­

*DRY SEAL*

 *(Stamp of Date of Release)*

**Certification**

 This is to certify that all requirements and supporting papers pursuant to **CSC MC No. 24, s. 2017, as amended,** have been complied with, reviewed and found to be in order**.**

have been complied with, reviewed and found to be in order.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **HRMO**

 The position was published at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ from \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_ and posted in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ from\_\_\_\_\_\_\_\_\_\_\_ to\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_ in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_.

**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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Chairperson, HRMPSB/**Placement Committee**

**CSC/HRMO Notation**

|  |  |
| --- | --- |
| **ACTION ON APPOINTMENTS** | **Recorded by** |
| **□ Validated per RAI for the month of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |
| **□ Invalidated per CSCRO/FO letter dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |
| **□ Appeal** | **DATE FILED** | **STATUS** |  |
|  **□** CSCRO/ CSC-Commission  |  |  |  |
| **□ Petition for Review** |  |  |  |
|  **□** CSC-Commission  |  |  |  |
|  **□** Court of Appeals |  |  |  |
|  **□** Supreme Court |  |  |  |

 Original Copy - for the Appointee

 Original Copy - for the Civil Service Commission

 Original Copy - for the Agency

**Acknowledgement**

 *Received original/photocopy of appointment on\_\_\_\_\_\_\_\_\_\_\_\_\_*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Appointee