

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Engr. ANDY PHIL D. CORTES has assumed the duties and responsibilities as Instructor I of Department of Civil Engineering effective _____.

This certification is issued in connection with the issuance of the appointment of Engr. Cortes as Instructor I.

Done this ____ day of _____ in _____.


EPIFANIA G. LORETO
Head of Office/Department/Unit

Date: _____

Attested by:


LOURDES B. CANO
HRMO

201 file
Admin
COA
CSC

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