

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms/Mr. Jundy R. Castil has assumed the duties and responsibilities as Instructor I of Department of Mechanical Engineering effective August 1, 2018.

This certification is issued in connection with the issuance of the appointment of Ms/Mr Castil as Instructor I.

Done this 1st day of August 2018 in VSU, Visca, Baybay City, Leyte.

  
ROBERTO C. GUARTE  
Head of Office/Department/Unit

Date: August 1, 2018

Attested by:

  
LOURDES B. CANO  
Highest Ranking HRMO

201 file  
Admin  
COA  
CSC

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