

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Baybay City, Leyte

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms/Mr. Jenefa L. Canoy has assumed the duties and responsibilities as Substitute Instructor of Department of Biological Sciences effective January 3, 2018.

This certification is issued in connection with the issuance of the appointment of Ms/Mr Jenefa L. Canoy as Substitute Instructor.

Done this 3rd day of January, 2018 in Department of Biological Sciences,
Visayas State University, Baybay City, Leyte.


ANALYN M. MAZO
Head of Office/Department/Unit

Date: 1-3-18

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**