

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Valerie D. Circulado has assumed the duties and responsibilities as Administrative Aide IV of Visayas State University effective October 1, 2019.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Valerie D. Circulado as Administrative Aide IV.

Done this 1st day of October 2019 in _____.



RAQUEL H. DOHILING
Head of Office/Department/Unit

Date: 10/1/19

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*