

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms/Mr. VIRGILIO C. ACILO has assumed the duties and responsibilities as Administrative Aide III of Records Office and Archives Center effective July 1, 2019 to December 31, 2019.

This certification is issued in connection with the issuance of the appointment of Ms/Mr ACILO as Administrative Aide III.

Done this 01 th day of July 2019 in Records Office and Archives Center.



ASTERIA A. SEVILLA  
OIC Head, Records Office and  
Archives Center

Click here to enter text

Date: July 1, 2019

Attested by: 

LOURDES B. CANO  
Director, ODAHRMO

201 file  
Admin  
COA  
CSC

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