

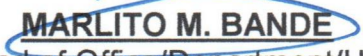
Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms/Mr. CECILIO M. BENITEZ has assumed the duties and responsibilities as Administrative Aide I of VSU, Baybay City, Leyte effective July 1, 2020.

This certification is issued in connection with the issuance of the appointment of Mr. Cecilio M. Benitez as Administrative Aide I.

Done this \_\_\_ day of \_\_\_ in \_\_\_\_.

  
**MARLITO M. BANDE**  
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*