

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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. MARY GRACE P. ENAYA has assumed the duties and responsibilities as Instructor I of Department of Liberal Arts and Behavioral Sciences effective July 30 2020

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

Done this 30th day of July 2020 in VSU, Visca, Baybay City, Leyte.

  
JETT C. QUEBEC  
Head of Office/Department/Unit

Date: July 30, 2020

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*