

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Nelson H. Tejera has assumed the duties and responsibilities as Instructor of VSU Integrated High School effective January 3, 2019.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Nelson H. Tejera as Instructor.

Done this 28<sup>th</sup> day of January 2019 in Visca Baybay City Leyte.

  
ROSARIO P. ABELA  
Head of Office/Department/Unit

Date: 1/28/19

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*