

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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. JESSIE B. CORRALES has assumed the duties and responsibilities as INSTRUCTOR 1 of DEPARTMENT OF CIVIL ENGINEERING effective Jan. 1, 2019.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. CORRALES as INSTRUCTOR 1.

Done this 1st day of January 2019 in BAYBAY CITY, LEYTE.

  
EPIFANIA G. LORETO  
Head of Office/Department/Unit

Date: Jan 1, 2019

Attested by:

  
**HONEY SOFIA V. COLIS**  
HRMO

201 file  
Admin  
COA  
CSC

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