

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms/Mr. ANICETO D. TAN has assumed the duties and responsibilities as ADMIN. AIDE III of REGISTRAR'S OFFICE effective July 1, 2018 to December 31, 2018.

This certification is issued in connection with the issuance of the appointment of Ms/Mr TAN as ADMIN AIDE III.

Done this 27 day of June in VSU.

  
ELIEZER L. VELASCO  
Head of Office/Department/Unit

Date: June 27, 2018

Attested by:

  
LOURDES B. CANO  
Highest Ranking HRMO

201 file  
Admin  
COA  
CSC

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