

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Baybay City, Leyte

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Lenita L. Caintic has assumed
the duties and responsibilities as Guesthouse Caretaker of
VSU Guesthouse effective January 4, 2021

This certification is issued in connection with the issuance of the
appointment of Ms./Mr. Lenita L. Caintic as
Guesthouse Caretaker

Done this 4th day of January 2021 in VSU Guesthouse

JOSEFINA M. CARROSA
Head of Office/Department/Unit

Date: January 4, 2021

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
appointment