


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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. RUBEN O. BALOTOL, JR. has assumed the duties and responsibilities as Instructor I of Department of Liberal Arts and Behavioral Sciences effective Jan. 1, 2020.


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

Done this 1st day of Jan. 2020 in _____.


GUIRALDO C. FERNANDEZ, JR.
Head of Office/Department/Unit

Date: 11/1/2020

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*