


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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. ALAN M. GUARTE has assumed  
the duties and responsibilities as WELDER II of  
DABE effective MARCH 18, 2020.

This certification is issued in connection with the issuance of the  
appointment of Ms./Mr. ALAN M. GUARTE as  
WELDER II.

Done this 18th day of MARCH 2020 in VSU, BAYBAY CITY LEYTE.

  
MANUEL E. CASANGCARAN

Head of Office/Department/Unit

Date: MARCH 18, 2020  
04-05-2020

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*