

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Jhonavel R. Castil has assumed the duties and responsibilities as Administrative Aide IIII of Accounting Office effective June 1, 2020.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Castil as Administrative Aide IIII.

Done this 1<sup>st</sup> day of June 2020 in VSU, Baybay City, Leyte.

  
**ERLINDA S. ESGUERRA**  
Head of Office/Department/Unit

Date: June 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*