


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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Jailenn Jannaraine S. Puray has assumed the duties and responsibilities as Instructor I of Department of Pure and Applied Chemistry effective \_\_\_\_\_.

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

Done this \_\_\_\_\_ day of \_\_\_\_\_ in \_\_\_\_\_.

  
ELIZABETH S. QUEVEDO  
Head of Office/Department/Unit

Date: \_\_\_\_\_

Attested by:

  
**HONEY SOFIA V. COLIS**  
HRMO

201 file  
Admin  
COA  
CSC

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