

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Mr. Jed Asaph D. Cortes has assumed the duties and responsibilities as Instructor I of Department of Development Communication effective June 3, 2022.

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

Done this 3<sup>rd</sup> day of June 2022 in VSU, Visca, Baybay City, Leyte.



**EDITHA G. CAGASAN**  
Head of Office/Department/Unit

Date: June 3, 2022

Attested by:



**HONEY SOFIA V. COLIS**  
**OIC HRMO**

201 file  
Admin  
COA  
CSC

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