

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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. Marilou L. Sta. Iglesia has assumed the duties and responsibilities as Administrative Aide III of OVPRE-ATR effective July 1, 2019.


This certification is issued in connection with the issuance of the appointment of Ms./Mr. Marilou L. Sta Iglesia as Administrative Aide III.

Done this 1st day of July in 2019.

  
**OTHELLO B. CAPUNO**  
Head of Office/Department/Unit

Date: 7/1/19

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*