


Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms/Mr. Virgilio C. Acilo  
has assumed the duties and responsibilities as Administrative Aide  
III of Records Office and Archives  
Center effective July 1, 2018 to  
December 31, 2018

This certification is issued in connection with the issuance of the  
appointment of Ms/Mr Acilo, Virgilio as Administrative  
Aide III.

Done this 1st day of July, 2018 in VSU  
ViSCA Baybay City, Leyte.

  
**ASTERIA A. SEVILLA**  
OIC Head, Records Office &  
Archives Center

[Click here to enter text.](#)

Date: July 1, 2018

Attested by: 

LOURDES B. CANO  
Director, ODAHRD

201 file  
Admin  
COA  
CSC

***For submission to CSCFO  
within 30 days from the  
date of assumption of the***