

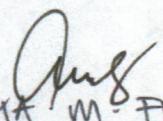
Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms/Mr. TEOFILO C. GUTIERREZ has assumed  
the duties and responsibilities as ADMINISTRATIVE AIDE II of  
SPPMO effective JULY 01, 2018.

This certification is issued in connection with the issuance of the  
appointment of Ms/Mr TEOFILO GUTIERREZ as ADMINISTRATIVE AIDE II

Done this 22 day of JUNE, 2018 in VSU, Baybay City, Leyte.

  
XLICIA M. FLORES  
Head of Office/Department/Unit

Date: 6-29-18

Attested by:

  
LOURDES B. CANO  
Highest Ranking HRMO

201 file  
Admin  
COA  
CSC

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