

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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. Gideon Niel D. Tan has assumed the duties and responsibilities as Instructor of Department of Business and Management effective August 01, 2019.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Gideon Niel D. Tan as Instructor.

Done this 1st day of August 2019 in VSU.

  
**ANALITA A. SALABAO**  
Head of Office/Department/Unit

Date: Aug. 01, 2019

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*