


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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. **CHARLIE S. ANDAN** has assumed the duties and responsibilities as **INSTRUCTOR II** of **DEPARTMENT OF METEOROLOGY** effective **April 22, 2024**.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. **CHARLIE S. ANDAN** as **INSTRUCTOR II**.

Done this **22nd** day of **APRIL** in **BAYBAY CITY**.

  
**JANNET C. BENCURE**  
Head of Office/Department/Unit

Date: April 22, 2024

Attested by:

  
**HONEY SOFIA V. COLIS**  
HRMO

201 file  
Admin  
COA  
CSC

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