


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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Manuel C. Bartolini has assumed the duties and responsibilities as Administrative Aide III of Registrar's Office effective January 2, 2019.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Manuel C. Bartolini as Administrative Aide III.

Done this 3rd day of January 2019 in Baybay City.

ELIEZER L. VELASCO
Head of Office/Department/Unit 

Date: Jan. 4, 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*