

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms/Mr. FE C. CALUNANGAN has  
assumed the duties and responsibilities as Administrative Aide III of  
Cash Division Office effective July 1, 2018.

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

Done this 19th day of June, 2018 in VSU,  
Baybay City.

  
CORAZON U. NUEVO  
Head of Office/Department/Unit

Date: June 19, 2018

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  
appointee*