


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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. JULIE BEE M. AGUINALDO has assumed the duties and responsibilities as Instructor I of Department of Business and Management effective June 3, 2022.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Aguinaldo as Instructor I.

Done this 3<sup>rd</sup> day of June 2022 in Baybay City.

  
**BERT C. PENALOSA**  
Head of Office/Department/Unit

Date: June 3, 2022

Attested by:

  
**HONEY SOFIA V. COLIS**  
OIC HRMO

201 file  
Admin  
COA  
CSC

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