


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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. JANE P. DAUTIL  
has assumed the duties and responsibilities as INSTRUCTOR I of CVM-VSU  
effective August 1, 2021.

This certification is issued in connection with the issuance of the  
appointment of Ms./Mr. JANE P. DAUTIL as INSTRUCTOR I.

Done this 1st day of August 2021 in CVM-VSU.

  
SANTIAGO T. PEÑA, JR  
Head of Office/Department/Unit

Date: Aug. 01, 2021

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*