

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. DONNA M. GUARTE has assumed the duties and responsibilities as INSTRUCTOR I of DEPT. OF BIOLOGICAL SCIENCES effective August ²³16, 2021.

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

Done this 1st day of October 2021 in Visayas State University, Visca Baybay City, Leyte.

ANALYN M. MAZO
Head of Office/Department/Unit

Date: 8/23/2021

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*