


Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms/Mr. TIRSO E. IGOT JR. has assumed the duties and responsibilities as ADMIN. AIDE - I of UNIVERSITY LIBRARY effective January 2, 2019.

This certification is issued in connection with the issuance of the appointment of Ms/Mr IGOT as ADMIN. AIDE - I.

Done this 17<sup>th</sup> day of December 2018 in ViSCA Baybay City, Leyte.

  
ANDREI D. PARDALES  
Chief Librarian *Dec 17/18*

Date: December 17, 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*