


Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms/Mr. NOEL M. ALKUINO has assumed the duties and responsibilities as Administrative Aide III of VSU, Baybay City, Leyte effective January 2, 2019.

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

Done this \_\_\_\_ day of \_\_\_\_ in 2019.

  
**MARLITO M. BANDE**  
Head of Office/Department/Unit

Date: 18 Dec. 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*