

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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. **MARY JEAN M. SAPAN** has assumed the duties and responsibilities as **ASSOCIATE PROFESSOR I** of **VISAYAS STATE UNIVERSITY, VISCA, BAYBAY CITY, LEYTE** effective **September 15, 2022**.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. **MARY JEAN M. SAPAN** as **ASSOCIATE PROFESSOR I**.

Done this **15TH** day of **SEPTEMBER 2022** in **VISAYAS STATE UNIVERSITY, VISCA, BAYBAY CITY, LEYTE**.

  
**CHARIS B. LIMBO**  
Head of Office/Department/Unit

Date: **September 15, 2022**

Attested by:

  
**HONEY SOFIA V. COLIS**  
**OIC HRMO**

201 file  
Admin  
COA

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