

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms/Mr. Lenita L. Caintic has assumed  
the duties and responsibilities as Guesthouse Caretaker of  
VSU, Guesthouse effective July 1, 2018.

This certification is issued in connection with the issuance of the  
appointment of Ms/Mr Lenita Caintic as GHouse Caretaker.

Done this 2nd day of July 2018 in VSU, Guesthouse

Josefina M. Larrosa  
JOSEFINA M. LARROSA  
Head of Office/Department/Unit

Date: July 2, 2018

Attested by:

Loures 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