



Republic of the Philippines
DEPARTMENT OF EDUCATION
SULTAN KUDARAT DIVISION



CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that **Mr/Ms.** _____ has assumed the duties and responsibilities as _____ of _____ effective _____.

This certification is issued in connection with the issuance of the appointment of _____ as _____.

Done this _____ day of _____, 20____ in DepEd., Sultan Kudarat Division, Kenram, Isulan, Sultan Kudarat.

School Principal/School Head

Date: _____

Attested by:

ROWENA JESSETTE S. VILLA
Administrative Officer IV

201 file
Admin
COA
CSC

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