

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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that **Ms./Mr. Shirley T. Nayre** has assumed the duties and responsibilities as Administrative Aide IV of OVPREI-Extension effective November 1, 2023.

This certification is issued in connection with the issuance of the appointment of **Ms./Mr. Nayre** as Administrative Aide IV.

Done this 1st day of Nov. 2023 in 2023.



**ANTONIO P. ABAMO**  
Head of Office/Department/Unit

Date: Nov. 1, 2023

Attested by:



**HONEY SOFIA V. COLIS**  
Director, HRMO

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