


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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. SUSANA B. MIÑOZA has assumed the duties and responsibilities as ADMINISTRATIVE AIDE VI (Clerk III) of Department of Pure and Applied Chemistry (DoPAC) effective May 2, 2023.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. SUSANA B. MIÑOZA as ADMINISTRATIVE AIDE VI (Clerk III).

Done this 2nd day of May 2023 in _____.


ELIZABETH S. QUEVEDO
Head of Office/Department/Unit

Date: May 2, 2023

Attested by:


HONEY SOFIA V. COLIS
HRMO

201 file
Admin
COA
CSC

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