

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. RIZA MAE L. MANINGO has assumed the duties and responsibilities as INFORMATION OFFICER I of UNIVERSITY INTEGRATED MEDIA AND PUBLIC AFFAIRS effective JULY 2, 2025.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. RIZA MAE L. MANINGO as INFORMATION OFFICER I.

Done this 2nd day of JULY, 2025 in VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE.

  
MIKE LAURENCE V. LUMEN

Head of Office/Department/Unit

Date: JULY 2, 2025

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*