

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Antonette S. Cruz has assumed the duties and responsibilities as Administrative Officer I of Supply and Property Office effective January 2, 2025.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Cruz as Administrative Officer I.

Done this 2nd day of January 2025 in Visayas State University, Visca, Baybay City, Leyte.



VIVIAN V. BALBARINO
Head of Office/Department/Unit

Date: Jan. 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*