

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms. JENNIFER G. TINAJA has assumed the duties and responsibilities as ADMINISTRATIVE AIDE III of OFFICE OF THE HEAD OF ACCOUNTNG effective JANUARY 1, 2023.

This certification is issued in connection with the issuance of the appointment of Ms. JENNIFER G. TINAJA as ADMINISTRATIVE AIDE III.

Done this 1 day of January 2023 in Baybay City, Leyte


NICK FREEDY R. BELLO
OIC-Head, Accounting Office

Date: _____

Date: January 1, 2023

Attested by:


HONEY SOFIA V. COLIS
OIC HRMO

201 file
Admin
COA
CSC

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