

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. VERA STEPHANIE B. BALLENTES
has assumed the duties and responsibilities as Administrative Assistant III
of College of Veterinary Medicine effective July 1, 2020.

This certification is issued in connection with the issuance of the
appointment of Ms./Mr. Vera Stephanie B. Ballentes as Administrative
Assistant III.

Done this 1st day of July 2020 in CVM-VSU.


SANTIAGO T. PEÑA, JR.
Head of Office/Department/Unit 

Date: _____

Attested by:


LOURDES B. CANO
HRMO

201 file
Admin
COA
CSC

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