

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. RUEL S. LORETO
_____ has assumed the duties and responsibilities as Administrative Aide I:
Utility Worker I of VSU Laboratory High School
_____ effective May 13, 2025.

This certification is issued in connection with the issuance of the
appointment of Ms./Mr. Ruel S. Loreto as Admin. Aide I: Utility
Worker I.

Done this 13th day of May 2025 in VSU, Baybay City, Leyte.


REYMAR C. ORIA
Head of Office/Department/Unit

Date: May 13, 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*