

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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. Anna Patrice S. Borneo has assumed the duties and responsibilities as Administrative Assistant V of the Office of the Vice President for Research, Extension, and Innovation effective June 10, 2024.

This certification is **issued in connection** with the issuance of the appointment of Ms./Mr. Anna Patrice S. Borneo as Administrative Asst. V.

Done this 10th day of June 2024 in Baybay City, Leyte.

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

Date: June 10, 2024

Attested by:

Honey Sofia V. Colis  
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*