

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. ALICIA M. FLORES has assumed the duties and responsibilities as Supervising Administrative Officer (Financial & Management Officer 1) of Finance Management Office (FMO) effective October 16, 2024.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Flores as Supervising Administrative Officer (Financial & Management Officer 1)

Done this 16th day of October in VSU, Baybay City, Leyte.

LOUELLA C. AMPAC
Head of Office/Department/Unit

Date: October 16, 2024

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*