

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. RAFFY ANDREW G. LORETO has assumed the duties and responsibilities as Administrative Officer V (Project Development Officer III) of Physical Plant Office, VSU, Baybay City, Leyte effective October 29, 2024.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Raffy Andrew G. Loreto as Administrative Officer V (Project Development Officer III).

Done this 29th day of October 2024 in Baybay City, Leyte.



MARLON G. BURLAS  
Head of Office/Department/Unit

Date: Oct. 29, 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*