


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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. GINA A. LORETO has
assumed the duties and responsibilities as ADMIN AIDE VI (Clerk III) of
UNIVERSITY REGISTRAR effective June 13, 2023.

This certification is issued in connection with the issuance of the
appointment of Ms./Mr. LORETO as ADMIN AIDE VI (Clerk III).

Done this 13th day of June 2023 in VSU, Visca, Baybay City.


MARWEN A. CASTANEDA
Head, University Registrar

Date: June 13, 2023

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*