

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. VICTOR S. NERI
has assumed the duties and responsibilities as Administrative Assistant V
(Private Secretary I) of Dr. Rotacio S. Gravoso- Vice President for
Academic Affairs effective May 13, 2024.

This certification is issued in connection with the issuance of the
appointment of Ms./Mr. Neri as Administrative Assistant V (Private
Secretary I).

Done this 13th day of May 2024 in VSU, Visca, Baybay City,
Leyte.



ROTACIO S. GRAVOSO
Head of Office/Department/Unit

Date: May 13, 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*