


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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. ELMERA Y. BAÑOC has assumed the duties and responsibilities as INFORMATION OFFICER III of UNIVERSITY INTEGRATED MEDIA CENTER (UIMC) effective OCTOBER 16, 2024

This certification is issued in connection with the issuance of the appointment of Ms./Mr. BAÑOC as IO III.

Done this 21st day of October in DDC.

  
ULDERICO B. ALVIOLA  
Head of Office/Department/Unit

Date: Oct. 17, 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*