


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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Susan M. Valencerina
has assumed the duties and responsibilities as Administrative Aide III
of Accounting Office effective January 1, 2022.

This certification is issued in connection with the issuance of the
appointment of Ms./Mr. Susan M. Valencerina as
Administrative Aide III.

Done this ____ day of _____ in _____.


NICK FREDDY R. BELLO
Head of Office/Department/Unit

Date: January 1, 2022
December 14, 2021

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*