

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Elizabeth D. Pasa has assumed the duties and responsibilities as Administrative Aide III (Clerk III) of Accounting Office effective July 10, 2023.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Pasa as Administrative Aide III (Clerk III).

Done this 10th day of July 2023 in VSU, Baybay City, Leyte.



**NICK FREDDY R. BELLO**  
Head, Accounting Office

Date: July 10, 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*