

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Mr. Rex M. Patonona has assumed the duties and responsibilities as Administrative Aide I of University Learning Commons (Library) effective January 2, 2024.

This certification is issued in connection with the issuance of the appointment of Mr. Patonona as Administrative Aide I.

Done this 2nd day of January 2024 in Baybay City, Leyte.

  
**VICENTE A. GILOS**  
Chief Librarian

Date: January 2, 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*