

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. JENNIFER G. TINAJA has assumed the duties and responsibilities as ADMINISTRATIVE AIDE III of ACCOUNTING DIVISION effective July 1, 2022.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. TINAJA as ADMINISTRATIVE AIDE III.

Done this 1st day of June 2022 in Accounting Office.



NICK FREDDY R. BELLO
Head, Accounting Division

Date: June 1, 2022

Attested by:



HONEY SOFIA V. COLIS
OIC, HRMO

201 file
Admin
COA
CSC

*For submission to CSCFO
within 30 days from the
date of assumption of the
appointee*