

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms/Mr. Nicolas Nelson R. Valenzona has assumed the duties and responsibilities as Administrative Aide V (Painter II) of General Services Division effective March 1, 2019.

This certification is issued in connection with the issuance of the appointment of Ms/Mr Nicolas Nelson R. Valenzona as Admin. Aide V

Done this 1 day of March in 2019.

  
**MARLON G. BURLAS**  
Head of Office/Department/Unit

Date: 3/1/2019

Attested by:

  
**LOURDES B. CANO**  
Highest Ranking HRMO

201 file  
Admin  
COA  
CSC

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