

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Mr. NORBERT JOHN ORTEGA VILLAS has assumed the duties and responsibilities as EDUCATION RESEARCH ASSISTANT I (ERA I) of OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS AND SERVICES effective January 1, 2025.

This certification is issued in connection with the issuance of the appointment of Mr. VILLAS as ERA I.

Done this 1st day of January 2025 in VSU, Baybay City.



ALELI A. VILLOCINO
Head of Office/Department/Unit

Date: January 1, 2025

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*