


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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. Eric B. Sopa has assumed the duties and responsibilities as Heavy Equipment Operator I of Power Plant and Electrical Services effective January 1, 2019.


This certification is issued in connection with the issuance of the appointment of Ms./Mr. SOPA as HEO I.

Done this 1st day of January 2019 in Baybay City, Leyte.

  
MARLON G. BURLAS  
Head, PPES

Date: January 1, 2019

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*