

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 VISAYAS STATE UNIVERSITY effective March 1, 2022.

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

Done this 1st day of March 2022 in _____.


MARLON G. BURLAS

Head of Office/Department/Unit

Date: March 1, 2022

Attested by:


HONEY SOFIA V. COLIS
OIC HRMO

201 file
Admin
COA
CSC

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