


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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Arjanery Borja Antofina
_____ has assumed the duties and responsibilities as Administrative
Officer I (Supply Officer I) of Procurement Office
effective January 24, 2025.

This certification is issued in connection with the issuance of the
appointment of Ms./Mr. Antofina as Administrative
Officer I (Supply Officer I).

Done this 24th day of January in Visayas State University.



Jessamine C. Ecleo
Head of Office/Department/Unit

Date: January 24, 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*