

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Marilou L. Sta. Iglesia has assumed the duties and responsibilities as Administrative Aide III of OVPREI effective January 3, 2022.


This certification is issued in connection with the issuance of the appointment of Ms./Mr. Marilou L. Sta. Iglesia as Administrative Aide III.

Done this _____ day of _____ in 2022.


MARIA JULIET C. CENIZA
Head of Office/Department/Unit

Date: _____

Attested by:


HONEY SOFIA V. COLIS
OIC Director, HRMO

201 file
Admin
COA
CSC

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