

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that **Ms./Mr. JESSAMINE C. ECLEO** has assumed the duties and responsibilities as **ADMINISTRATIVE OFFICER V** of **PROCUREMENT OFFICE** effective October 16, 2024.

This certification is issued in connection with the issuance of the appointment of **Ms./Mr. Jessamine Ecleo** as **Administrative Officer V**.

Done this 16th day of October 2024 in baybay city, leyte.


RYSAN C. GUINOCOR
Head of Office/Department/Unit

Date: Oct. 16, 2024

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*