


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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms. **JANSEL JOI CABATAÑA-VILLAS** has assumed the duties and responsibilities as Administrative Aide IV (Clerk II) of the Office of the Vice President for Planning, Resource Generation, and Auxiliary Services effective November 7, 2022.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Villas as Administrative Aide IV (Clerk II).

Done this 7th day of November 2022 in VSU, Baybay City, Leyte.


DILBERTO O. FERRAREN
Vice President for PRGAS

Date: November 7, 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*