

Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
VISCA, Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. Lucio C. Pole Jr.

has assumed the duties and responsibilities as Foreman  
Construction of Physical Plant Office  
effective July 1, 2023

This certification is issued in connection with the issuance of the  
appointment of Ms./Mr. Lucio C. Pole as  
Construction Foreman.

Done this 1st day of July 2023 in \_\_\_\_\_

MARIO LILIO VALENZONA  
Head of Office/Department/Unit

Date: 7/1/2023

Affected by:

Honey  
**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*