

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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. JEROME G. GODOY has assumed the duties and responsibilities as Administrative Aide VI of INFORMATION AND COMMUNICATIONS TECHNOLOGY MANAGEMENT CENTER - VSU effective January 1, 2024.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. JEROME G. GODOY as Administrative Aide VI.

Done this 1<sup>st</sup> day of January 2024 in VISAYAS STATE UNIVERSITY.

  
SEAN O. VILLAGONZALO  
Head of Office/Department/Unit

Date: January 1, 2024

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*