


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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. Aiza B. Besavilla has assumed the duties and responsibilities as casual Administrative Aide III of Office of the Data Protection Officer effective July 1, 2023.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Besavilla as casual Adm. Aide III.

Done this 1<sup>st</sup> day of July 2023 in Baybay City, Leyte.

  
**RYSAN C. GUINOCOR**  
Head of Office/Department/Unit

Date: 7/1/2023

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*