

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. LESTER G. LAYOLA has assumed the duties and responsibilities as Administrative Aide III of Procurement Office effective January 1, 2025.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Lester G. Layola as Administrative Aide III.

Done this 23'th day of December in 2024. in


JESSAMINE C. ECLEO
Head of Office/Department/Unit

Date: December 23, 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*