



Republic of the Philippines  
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY

# NATIONAL CERTIFICATE III

in

## BOOKKEEPING

is awarded to

**SHERLYN O. RAMONEDA**

*for having completed the competency requirements under the Philippine TVET Competency Assessment and Certification System in the following units of competency:*

**CODE NO.**

500311109  
500311110  
500311111  
500311112  
500311113  
500311114

**BASIC COMPETENCIES**

Lead workplace communication  
Lead small team  
Develop and practice negotiation skills  
Solve problems related to work activities  
Use mathematical concepts and techniques  
Use relevant technologies

**CODE NO.**

HCS412301  
HCS412302  
HCS412303  
HCS412304  
HCS412305

**CORE COMPETENCIES**

Journalize transactions  
Post transactions  
Prepare trial balance  
Prepare financial reports  
Review internal control system

**CODE NO.**

HCS315202  
HCS311201  
HCS913201  
HCS913202

**COMMON COMPETENCIES**

Apply quality standards  
Perform computer operations  
Maintain an effective relationship with clients and costumers  
Manage own performance

Signature of the certificate holder  
Certificate No. **19083703018456**

**RSO-97-521-08037-001**

Issued on : **September 25, 2019**  
Valid until: **September 24, 2024**



**SEC. ISIDRO S. LAPENA, PhD., CSEE**

Director General



CLN-NQ- 4661137





**ACLC COLLEGE OF ORMOC**  
Lilia Avenue Brgy. Cogon Ormoc City, Leyte Philippines



Present this

# TRAINING CERTIFICATE

to

**Sherlyn O. Ramoneda**

for having successfully completed the program in

**BOOKKEEPING NC III**

292 hours

From **August 2, 2019** to **September 23, 2019** with a

**Special Order No. 0837-SOCBKP307-0420-2019** issued by the

Technical Education and Skills Development Authority.

Given this 31<sup>th</sup> day of January 2020 at Western Leyte College of Ormoc  
City, Leyte Philippines.

  
**CARY P. JAUCIAN, MBA**  
School Director

**COPR No. 20190837SOCBKP307041**

## **Basic Competencies:**

- Lead workplace communication.
- Lead small team.
- Develop and practice negotiation skills.
- Solve problems related to work activities.
- Use mathematical concepts and techniques.
- Use relevant technologies.

## **Common Competencies:**

- Apply quality standards.
- Perform computer operations.
- Maintain an effective relationship with clients and customers.
- Manage own performance.

## **Core Competencies:**

- Journalize transactions.
- Post transactions.
- Prepare trial balance.
- Prepare financial reports.
- Review internal control system.



# CERTIFICATE OF PARTICIPATION

*This certificate is presented to*

*Sherlyn O. Ramoneda*

For demonstrating commendable commitment and active participation during the  
"Financial Transactions Forum" on March 20, 2024, at the 1st Floor, CCE Building,  
Visayas State University, Baybay City, Leyte.

A handwritten signature in blue ink, reading "Honey Sofia V. Colis".

**HONEY SOFIA V. COLIS**  
Director, HRMO





# CERTIFICATE OF PARTICIPATION

*This certificate is presented to*

*Sherlyn O. Ramoneda*

For demonstrating commendable commitment and active participation during the  
"Gender Sensitivity Training" on April 12, 2024, at the RDEI Hall, Visayas State  
University, Baybay City, Leyte.

A handwritten signature in blue ink, reading "Honey Sofia V. Colis".

**HONEY SOFIA V. COLIS**  
Director, HRMO





# CERTIFICATE OF PARTICIPATION

*This certificate is presented to*

*Sherlyn O. Ramoneda*

For demonstrating commendable commitment and active participation during the  
"Orientation of Guidelines and Procedures on Processes/Services of the Offices under  
Administrative Services Office (ASO)" on February 23, 2024 at the CCE Building,  
Visayas State University, Baybay City, Leyte.

A handwritten signature in blue ink, reading "Honey", positioned above the printed name.

**HONEY SOFIA V. COLIS**  
Director, HRMO

