## CERTIFICATE

OF APPRECIATION

This certificate is proudly presented to:

## Beverly U. Latras

Roles and Responsibilities of Document and Records Controllers and for his/ her invaluable participation during the "Orientation on the Re-cascading of Document and Records Control Processes and Guidelines" on September 4, 2025.

Given this 4th day of September 2025, Visca, Baybay City, Leyte

JOEL REY U. ACOB
Assistant, Quality Management Officer

ALELAA. VILLOCING

Quality Management Off