



CERTIFICATION

TO WHOM THIS MAY CONCERN:


THIS IS TO CERTIFY that **LORISA JOY B. SACRO** was contracted by DTI-Southern Leyte Provincial Office as Negosyo Center Business Counselor (NCBC) for the Municipality of Sogod, Southern Leyte for the period August 1, 2016 to December 11, 2020. As NCBC, she performs the following functions with a very satisfactory rating:

- a. Assist and provide business information to walk-in clients on their needs and queries;
- b. Provide business counseling to existing and would-be entrepreneurs;
- c. Coordinate with Negosyo Center Coordinator and DTI Personnel on Product Development and Market Matching;
- d. Facilitate in scouting for the best Credit/Loan Facilities for MSMEs;
- e. Assist in MSME Meetings and other related activities;
- f. Supervise and coordinate in maintaining the cleanliness, orderliness and proper maintenance of Negosyo Center premises and properties;
- g. Ensure 100% implementation of NC-funded activities;
- h. Ensure at least 95% utilization of approved and released Negosyo Center funds; and
- i. Perform other tasks which may be appropriately assigned by the immediate supervisor.

THIS IS TO CERTIFY further that the contract entered into by and between Ms. Sacro and DTI-So. Leyte Provincial Office has created no employer-employee relationship as she is hired on a Job-Order Basis.

This certification is issued for whatever legal purpose this may serve her.

Done and given this 7th day of January 2021 in Maasin City, Southern Leyte.


MICHAEL B. NUÑEZ
Provincial Director