

Visayas State University
Visca, Baybay City, Leyte

presents this

**BEST ADMINISTRATIVE SUPPORT STAFF
AWARD**

DALISAY ANDRES

In recognition of her exemplary performance as Administrative Support Staff/Clerk of the Department of Economics, as reflected in her outstanding performance rating from her superiors and strong endorsements from her peers and clients. As clerk, she always upholds professionalism with high moral standards in handling her works. She is very efficient in performing her duties with less supervision and always delivers her outputs on time. She is responsible for the upkeep of the office and facilitates office activities like meetings, social gatherings and the like. Moreover, she is innovative; she recycles used papers, she ensures efficient use of electrical gadgets and equipment to minimize electric bills; and makes suggestions to improve office operation.

*Given this 10th day of August 2016
on the occasion of the 92nd VSU Anniversary Celebration
held at the VSU Gymnatorium, Visca, Baybay City,
Leyte, Philippines*


WELFRED E. ALESSA
Chairperson, Awards Committee

27/08/2016 00:12
EDGARDO E. JULIAN
University President



