

is hereby given to

## **DALISAY F. ANDRES**

for having attended the "Orientation/Re-orientation of Duties and Responsibilities of dDRCs and AdDRCs, and Cascading of Documents and Records Control Procedure Manuals and Guidelines" conducted on September 7, 2022 at the 1st Floor CCE Blg., VSU, Baybay City, Leyte.

Given this 7<sup>th</sup> day of September 2022 at the Visayas State University, ViSCA, Baybay City, Leyte.

University Document and Records Controller

ALELI A. VILLOCINO Quality Management Representative