


Republic of the Philippines
VISAYAS STATE UNIVERSITY
ViSCA, Baybay City, Leyte

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Carren Mae B. Vilbar has assumed the duties and responsibilities as Administrative Assistant III (Computer Operator II) of Office of the Vice President for Planning and Development effective July 1, 2025.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Carren Mae B. Vilbar as Administrative Assistant III (Computer Operator II).

Done this 1st day of July 2025 in Baybay City Leyte.


GLENN G. PAJARES
Head of Office/Department/Unit

Date: July 1, 2025

Attested by:


HONEY SOFIA V. COLIS
HRMO

201 file
Admin
COA
CSC

*For submission to CSC FO
within 30 days from the
date of assumption of the
appointee*