

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

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. MICHELLE A. BORLEO has assumed the duties and responsibilities as Planning Office I of Planning and Development Office effective March 3, 2025.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Borleo as Planning Officer I.

Done this 3rd day of March 2025 in VSU, Visca, Baybay City, Leyte.


TONI MARC L. DARGANTES
Head of Office/Department/Unit

Date: March 3, 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*