



VISAYAS STATE UNIVERSITY  
Visca, Baybay City, Leyte

**CLEARANCE FOR FACULTY/STAFF**



Name : **Anna Martha C. Monsanto**

Position : **Instructor I**

Dept./Office: **Dept. of Agricultural Education and Extension**

Last Day of Service in VSU: **July 2017**

Faculty/staff who is retiring, resigning, being separated from the service, transferring to another agency, or go on leave of absence for more than three months is required to process this clearance in five (5) copies.

This clearance should be duly accomplished before receiving the last salary or any money due to the faculty/staff from the university. After completion of this clearance, return all copies to the Personnel Records and Performance Evaluation Office (PRPEO).

The above named faculty/staff is cleared of money, property and other responsibilities from VSU, Visca, Baybay City, Leyte as indicated below:

Purpose : ☐ Resignation ☐ Retirement ☐ Transfer ☐ Study Leave ☐ Others:

Effective Date : **August**

Reason if Resignation : **N/A**

Until further notice faculty/staff's address and Mobile No.:

DEPT./OFFICE	SIGNATURE/DATE	DEPT./OFFICE	SIGNATURE/DATE
1. Home Dept. Office	 Antonia Cecilia Y. Sandoval	17. University Librarian	 Andreli D. Pardales 3 AUG 2017
2. Dean, College of Agriculture	 Victor B. Asio	18. University Physician	 Elwin Jay V. Yu 6-29-17
3. Dean, College of Arts and Sciences	 Candelario L. Calibo	19. University Registrar	 Eliezer L. Velasco
4. Dean, College of Education	 Lijuan L. Cuadra	20. Head, Accounting Office	 Erlinda S. Esguerra
5. Dean, College of Mgt. and Economics	 Antonio P. Abano 6/30/17	21. Head, Cash Division	 Corazon U. Nuevo
6. Dean, College of Engineering	 Roberto C. Guarte	22. OIC Records Office	 Asteria A. Sevilla
7. Dean, College of Forestry and Natural Resources	 DENNIS P. PEQUE	23. Head, PRPEO	 Teresita L. Quiñanola 7/20/17
8. Dean, College of Veterinary Medicine	 Eugene B. Lanada	24. Head, SPPMO	 Alicia M. Flores 7/14/17
9. Dean, Graduate School	 Anabella B. Tulin	25. OIC, Director, GSD	 Mario Lilio P. Valenzona
10. Dean of Students	 Manolo B. Loreto, Jr.	26. Director, Administration & Human Resource Dev't	 Lourdes B. Cano
11. Director, Institute of Human Kinetics	 Aleli A. Villocino	27. OIC, Director, Finance	 Louella C. Ampac
12. Director, ecoFARMI	 Romel B. Armecin	28. Vice-President for Research & Extension	 Othello B. Capuno
13. Director, NARC	 Feliciano G. Siron	29. Vice-President for Instruction	 Beatriz S. Belonias
14. Director, NCRC	 Maria Juliet C. Ceniza	30. Vice-President for Admin. & Finance	 Remberto A. Patindol
15. Director, PhilRootcrops	 Erlinda A. Vasquez	31. Vice-President for Planning, Resource Generation and External Affairs	 Daniel M. Tadtud, Jr.
16. VFA/AdPA	 Edgardo E. Tulin		

APPROVED:

Edgardo E. Tulin  
President