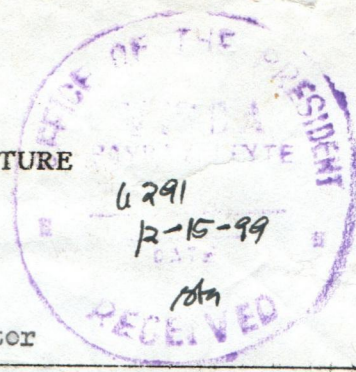


VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

CLEARANCE FOR FACULTY/STAFF



Name Ma. Nena Q. Ramos
Dept. or Office DABAM

Position Instructor
First Day of Service in ViSCA _____

Faculty/employee 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 six copies.

This clearance should be duly accomplished before receiving the last salary or any money due the faculty/employee from the college. After completion of this clearance return all copies to the Personnel Office.

The above-named faculty-employee is cleared of money, property and other responsibilities from ViSCA, Baybay, Leyte as indicated below:

Purpose: [] Resignation [] Retirement [] Transfer [x] Study Leave [] Others _____

Effective Date: November 1, 1999 Until further notice faculty/employee's address: _____

Reasons if resignation: _____

DEPT/OFFICE	SIGNATURE/DATE	DEPT/OFFICE	SIGNATURE/DATE
1. Home Dept/Office	JIMMY R. ROSILLO	20. Director, PRCRTC	<i>[Signature]</i>
2. Director of Instruction	J. L. SERRY	21. Director, CSR/EDPC	<i>[Signature]</i>
3. Director of Res. & Extn	S. C. DAGAY	22. Director, RERC	<i>[Signature]</i>
4. Director of Graduate School	P. MOLLANEDA	23. Director, NARE	<i>[Signature]</i>
5. Head, Agron. & Soil Sci.	A. ESCASINAS	24. Director, FARM	<i>[Signature]</i>
6. Head, An. Sci. & Vet. Med.	S. B. BANTUAN	25. Chief, Librarian	<i>[Signature]</i>
7. Head, Ag. Chem. & Food Sci.	A. D. ACABAL	26. College Registrar	<i>[Signature]</i>
8. Head Ag. Eng'g. & App. Math	J. R. ROSILLO	27. College Physician	<i>[Signature]</i>
9. Head, Horticulture	M. T. DEPUEDADO	28. Director, PPO	<i>[Signature]</i>
10. Head, Dev. Com	M. T. ALESNA	29. Director, LUAPU	<i>[Signature]</i>
11. Head, Plant Protection	B. T. MANDRAS	30. Chief, SPMD	<i>[Signature]</i>
12. Head, Ag. Educ. & Extn.	C. S. SANDOVAL	31. Chief, Acctg. Office	<i>[Signature]</i>
13. Head, Ag. Econ. & Agrib.	R. LAGUNA	32. Chief, Cash Div.	<i>[Signature]</i>
14. Head, Plt. Brdg. & Ag. Bot.	S. B. CAPUNO	33. Director, HRMDO	<i>[Signature]</i>
15. Head, Home Science	N. B. SALES	34. Director, OSA	<i>[Signature]</i>
16. Head, Forestry	E. MANGAONG	35. Administrative Officer	<i>[Signature]</i>
17. Head, Arts & Letters	Z. B. BACATING	36. Vice President, Admin.	<i>[Signature]</i>
18. Head, Physical Education	E. PASTRANO	37. Vice President, Academic	<i>[Signature]</i>
19. Principal, ERHS	D. UGSANG	38. APPROVED: PRESIDENT	P. P. MILAN

16 Dec 1999