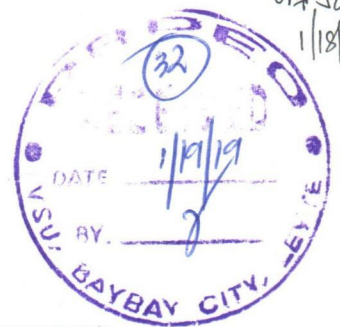




VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

CLEARANCE FOR FACULTY/STAFF



Name : **MAGDALENE C. UNAAN**
Dept./Office: **Department of Computer Sci. and Tech.**

Position : **Asst. Professor I**
Last Day of Service in VSU: _____

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 : January 2, 2019 Reason if Resignation : _____

Until further notice faculty/staff's address and Mobile No.: 09171541530

DEPT./OFFICE	SIGNATURE/DATE	DEPT./OFFICE	SIGNATURE/DATE
1. Home Dept. Office	 Winston M. Tabada	17. University Librarian	 Andrei D. Pardales 12/7/18
2. Dean, College of Agriculture	 Victor B. Asio 12/19/18	18. University Physician	 Elwin Jay V. Yu 8/19/18
3. Dean, College of Arts and Sciences	 Candelario L. Calibo	19. University Registrar	 Eliezer L. Velasco
4. Dean, College of Education	 Aleli A. Villocino	20. Head, Accounting Office	 Erlinda S. Esguerra
5. Dean, College of Mgt. and Economics	 Antonio P. Abano	21. Head, Cash Division	 Corazon U. Nuevo
6. Dean, College of Engineering	 Roberto C. Guarte	22. OIC Records Office	 Asteria A. Sevilla 1/5/19
7. Dean, College of Forestry and Natural Resources	 Dennis P. Paque	23. Head, PRPEO	 Teresita L. Quiñanola 1/19/19
8. Dean, College of Veterinary Medicine	 Eugene B. Lañada	24. Head, SPPMO	 Alicia M. Flores 12/20/18
9. Dean, Graduate School	 Anabella B. Tulin	25. OIC, Director, GSD	 Mario Lilio P. Valenzona
10. Dean of Students	 Manolo B. Loreto, Jr. 12/20/18	26. Director, Administration & Human Resource Dev't	 Lourdes B. Cano 1/14/19
11. Director, Institute of Human Kinetics	 Mary Jane M. Sison 12/19/18	27. OIC, Director, Finance	 Louella C. Ampac 12/19/18
12. Director, ecoFARMI	 Romel B. Armezin	28. Vice-President for Research & Extension	 Othello B. Capunong
13. Director, NARC	 Feliciano G. Sinora	29. Vice-President for Instruction	 Beatriz S. Belonias 1/14/19
14. Director, NCRC	 Maria Juliet C. Ceniza 12/20/18	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	 Dilberto O. Ferraren
16. VFA/AdPA	 Edgardo E. Tulin		

APPROVED:

Edgardo E. Tulin
Vice President