

LEYTE STATE UNIVERSITY
Visca, Baybay, Leyte

CLEARANCE FOR FACULTY/STAFF

Name: FELICIANO G. SINON
Dept./Office: NARC

Position: Asst. Professor
Last day of Service in LSU:

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 five (5) copies.

This clearance should be duly accomplished before receiving the last salary or any money due the faculty/employee from the university. After the completion of this clearance return all copies to the Human Resource Management & Development Office (HRMDO).

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

Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☒ Study Leave ☐ Others _____
Effective Date: _____ Until further notice faculty/employee's address: _____
Reason if resignation: 3/04

OFFICE	SIGNATURE/DATE	OFFICE	SIGNATURE/DATE
1. Home Dept/Office	LELITA R. GONZAL	16. Director, Philrootcrops	A. M. MARISCAL
2. Dean, Coll. of Agric	O. B. POSAS	17. Director, R&E Program	A. A. FERRAREN
3. Dean, Coll. of Arts & Sci.	E. O. LANDERITO	18. Director, TMSC	W. T. ALESNA
4. Dean, Coll. of Educ.	D. L. ALCOBER	19. University Librarian	R. B. NAPIERE
5. Dean, Coll of Eng'g. & Agri-Industries	G. J. GALINATO	20. University Physician	I. P. BERTULFO
6. Dean, Coll. of Forestry	E. O. MANGAOANG	21. University Registrar	L. N. MARISCAL
7. Dean, Coll. of Vet. Med.	T. J. FERNANDEZ, JR.	22. Head, Acctg. Office	E. S. ESCUEIRA
8. Dean, Grad School	M. I. DIPUTADO JR.	23. Head, Cash Office	C. U. NUEVO
9. Dean of Students	A. S. ALKUINO	24. Head, HRMDO	T. L. QUINANOLA
10. Director, Institute of Human Kinetics	R. R. RUSSEL	25. Head, PPO	N. M. ISRAEL
11. Director, Acere. & Eval	L. E. TULIN	26. Head, Property Office	J. B. ISRAEL
12. Director, CIMD	E. A. BALBARINO	27. Director, Administration	L. B. CANO
13. Director, FARM	L. R. GONZAL	28. Director, Finance	N. V. CALA
14. Director, NARC	R. C. GUARTE	29. VP, Academic Affairs	M. K. PADOMAR
15. Director, NCRC		30. VP, Adm. & Finance	J. M. ALKUINO
		31. VP, Research & Ext.	J. L. BACUSMO

APPROVED:

FACIENCIA P. MILAN
President