

VISAYAS STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A



CLEARANCE FOR FACULTY/STAFF

1716
9/22/10

Name: ART RUSSEL FLANDEZ
Dept./Office: Department of Biological Sciences

Position: Instructor I
Last day of Service in VSU: _____

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 VSU, Visca, Baybay City, Leyte as indicated below:

Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☒ Study leave ☐ Others
Effective Date: Sept-27/10 Until further notice faculty/employee's address: _____

Reason if resignation: _____

OFFICE	SIGNATURE/DATE	OFFICE	SIGNATURE/DATE
1. Home Dept./Office Head	<u>B. S. DELONIAS</u>	16. University Librarian	<u>R. B. NAPIERE</u>
2. Dean, Coll. of Agric.	<u>V. B. ASIO</u>	17. University Physician	<u>E. J. V. YU</u>
3. Dean, Coll. of Arts & Sci.	<u>R. A. PATINDOL</u>	18. University Registrar	<u>L. N. MARISCAL</u>
4. Dean, Coll. of Educ.	<u>D. L. ALCOBER</u>	19. Head, Acctg. Office	<u>E. S. ESGUERRA</u>
5. Dean, Coll. of Math. & Economics	<u>A. P. ABAMO</u>	20. Head, Cash Office	<u>C. U. NUEVO</u>
6. Dean, Coll. of Forestry	<u>R. C. GONZALEZ</u>	21. Head, Records Div.	<u>S. P. SEDROME</u>
7. Dean, Coll. of Vet. Med.	<u>E. B. LANADA</u>	22. Head, HRMDO	<u>T. L. QUIÑANOLA</u>
8. Dean, Grad. School	<u>A. E. FERRAREN</u>	23. Head, GSO	<u>N. M. ISRAEL</u>
9. Dean of Students	<u>M. B. LORETO, JR.</u>	24. Head, SPMO	<u>A. R. TULIN</u>
10. Director, Institute of Human Kinetics	<u>A. A. VILLOCINO</u>	25. Director, Administration	<u>L. B. CANO</u>
11. Director, FARM	<u>P. P. GARCIA</u>	26. Director, Finance	<u>R. C. LEMOS</u>
12. Director, NARC	<u>R. M. GAPASIN</u>	27. VP, R & E Program	<u>O. B. CAPUNO</u>
13. Director, NCRC	<u>E. E. SUDARIA</u>	28. VP, Academic Affairs	<u>O. B. POSAS</u>
14. Director, Philrootcrops	<u>J. R. ROA</u>	29. VP, Adm. & Finance	<u>R. C. GUARTE</u>
15. VFA/ AdPA	<u>Ala</u>	30. VP, Planning & Res. Gen.	<u>E. E. TULIN</u>

Approved:

JOSE L. BACUSMO
President

OVPAA NO. _____
RECEIVED BY: _____
DATE: 09/15/10