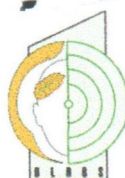




VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF LIBERAL ARTS AND
BEHAVIORAL SCIENCES**

Visca, Baybay City, Leyte, 6521-A
Phone: Visca Baybay City, Leyte 6521-A, Philippines
Phone: (053) 565-0600 loc. 1028
Email Address: dlabs@vsu.edu.ph
Website: www.vsu.edu.ph

UNIVERSITY CLEARANCE
(for Faculty and Staff)

Name: John Martin A. Diao Position: Instructor I Signature: [Signature]

Address and Mobile Number: Baybay City, Leyte; 0928 3752310

Dept./Office: DLABS Last Day of Service in VSU: _____

Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☐ Study Leave ☒ Others Teacher's Leave

Reason, if resignation: _____

Effective Date: July 8, 2023-August 15, 2023

Cleared of work-related accountabilities:

[Signature]

MARIA VANESSA E. GABUNADA

Name and signature of Department /Unit Head

The above-named faculty/staff is cleared of money, property and other responsibilities from units under VSU, Visca, Baybay City, Leyte.

| Name of Office | Name of Authorized Official | Signature | Date Signed |
|---|-------------------------------|--------------------|--------------------|
| VP Administrative and Finance (includes units under VPPRGAS) | DANIEL LESLIE S. TAN | <u>[Signature]</u> | <u>JUL 12 2023</u> |
| VP Research, Extension & Innovation | MARIA JULIET C. CENIZA | <u>[Signature]</u> | _____ |
| VP Academic Affairs (includes offices under VP for Student Affairs and Services) | BEATRIZ S. BELONIAS | <u>[Signature]</u> | <u>7/18/23</u> |

Approved:

[Signature]
EDGARDO E. TULIN

University President

Date: 7/18/23

***Note:** Faculty/staff who is retiring, 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 only within a month prior to retirement/resignation/separation/ from the service before receiving the last salary or any money due to the faculty/staff from the university. After completion of this clearance, submit all copies to the Office of the Head of Recruitment, Selection, Placement and Personnel Records (OHRSPRR). Processing of clearance certificate shall follow the order of number indicated.

1169

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.