

CLEARANCE FOR FACULTY/STAFF

Name: **JEDI JOY B. MAHILUM**

Position: Instructor

Dept./Office: Plant Breeding & Genetics

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 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: September 12, 2012 Until further notice faculty/employee's address: _____

Reason if resignation: _____

OFFICE	SIGNATURE/DATE	OFFICE	SIGNATURE/DATE
1. Home Dept./Off.	<u>DILBERTO O. FERRAREN</u>	17. University Librarian	<u>ANDRELI D. PARDALES</u>
2. Dean, CAFS	<u>VICTOR B. ASIO</u>	18. University Physician	<u>ELWIN JAY V. YU</u>
3. Dean, CAS	<u>REMBERTO A. PATINDOL</u>	19. University Registrar	<u>LINDA N. MARISCAL</u>
4. Dean, Coll. of Ed.	<u>DOLORES L. ALCOBER</u>	20. Head, Acctg. Div.	<u>ERLINDA S. ESGUERRA</u>
5. Dean, CME	<u>ANTONIO P. ABAMO</u>	21. Head, Cash Div.	<u>CORAZON U. NUEVO</u>
6. Dean, Coll. of Eng'g.	<u>ROBERTO O. GUARTE</u>	22. Head, Records Div.	<u>SIMEON P. SEDROME</u>
7. Dean, CFES	<u>RENEZITA S. COME</u>	23. Head, PRPEO	<u>TERESITA L. QUIÑANOLA</u>
8. Dean, CVM	<u>EUGENE B. LANADA</u>	24. Director, GSD	<u>NESTOR M. ISRAEL</u>
9. Dean, Grad. School	<u>BEATRIZ S. BELONIAS</u>	25. Head, Property Office	<u>ALEX P. TULIN</u>
10. Dean of Students	<u>MANOLO B. LORETO, JR.</u>	26. Director, ODAHRD	<u>LOURDES B. CANO</u>
11. Director, IHK	<u>VICENTE B. ANTIPASO</u>	27. Director, Finance	<u>ROBERTA C. LEMOS</u>
12. Director, Eco-FARMI	<u>PASTOR P. GARCIA</u>	28. VP, Res. & Extn.	<u>OTHELLO B. CAPUNO</u>
13. Director, NARC	<u>RUBEN M. GAPASIN</u>	29. VP, Instruction	<u>OSCAR B. POSAS</u>
14. Director, NCRC	<u>MA. JULIET C. CENIZA</u>	30. VP, Admin. & Finance	<u>ROBERTO C. GUARTE</u>
15. Director, PhilRootCrop	<u>MARCELO A. QUEVEDO</u>	31. VP, PRG	<u>EDGARDO E. TULIN</u>
16. VFA/AdPA	<u>ALAN PRESBITERO</u>		

APPROVED:

JOSE L. BACUSMO
University President