

CLEARANCE FOR FACULTY/STAFF

NAME SENONA A. CESAR POSITION ASST. PROF.

DEPT./OFFICE DEPARTMENT OF BIOLOGICAL SCIENCES 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 July 11, 2011 UNTIL FURTHER NOTICE FACULTY/
EMPLOYEE'S ADDRESS _____

REASON IF RESIGNATION _____

OFFICE	SIGNATURE/DATE	OFFICE	SIGNATURE/DATE
1. Home Dept./Office	RD FOLQUIT 7/11/11. Univesity Librarian	RB NAPIERE	
2. Dean, Coll. of Ag.	VB ASIO 7/19/11	EJV YU 7/29/11	
3. Dean, Coll. of Arts & Sci.	RA PARNDOL	LN MARISCAL	
4. Dean, Coll. of Education	DL ALCOBER	E. E. E. UERRA	
5. Dean, Coll. of Mgt. & Econ.	AP ABAMO	CU NUEVO	
6. Dean, Coll. of Eng'g.	RC GUARTE	SP SEDROME	
7. Dean, Coll. of Forestry & NR	MJC CENIZA 7/11/11	TL QUIANOLA 7/28/11	
8. Dean, Coll. of Vet. Med	EB LANADA	NM ISRAEL	
9. Dean, Graduate School	OB POSAS	MAP TULIN	
10. Dean of Students	MB LORETO, JR.	LB CANO	
11. Dir. Inst. of Human Kinetics	PP GARCIA	RC LEMOS	
12. Director, FARM	RM GAPASIN	OB CAPUNO	
13. Director, NARC	ES SUDARIA	OB POSAS	
14. Director, NCRC	JR ROA	RC GUARTE	
15. Director, PhilRootcrops	AL PRESBITERO	EE TULIN	
16. VFA/AdPA			

Approved: JOSE L. BACUSMO
University President