



# CLEARANCE

(Teaching & Non-Teaching Personnel)



## TO WHOM IT MAY CONCERN:

This is to certify that BRAND MAE ANN ARCIS COS-FACULTY  
L-Name F-Name M-Name Position  
 of CAA is cleared as of \_\_\_\_\_ of money, property and  
College/Office/Project/Unit mm/dd/yy

legal accountabilities with the Caraga State University – Main Campus, Ampayon, Butuan City.

This clearance certificate is being issued for the purposes of RESIGNATION.

DELIVERABLES	AUTHORIZED OFFICIAL	SIGNATURE	DATE SIGNED
RECORDS/PROPERTY ACCOUNTABILITIES	<del>ELIZABETH P. PARAC, Ph.D.</del> College Dean/Unit Head		Jan-6, 2020
	MA. CORAZON L. TERCERA Librarian III		1/6/2020
	MERLIZA F. LIBAO, Ph.D. University Registrar - Designate		1/6/2020
	MARIA BESA JOY M. ORTUYO Director, MIS		1/6/20
	KARL MARS GLENN R. CANE Supply Officer III		1/7/2020
	ENGR. MARILOU G. UMPAD Director, General Services Office		1/7/2020
	JENNY MAE F. BERSABAL, Rpm Director, HRMS Office		Jan. 7, 2020
FINANCIAL ACCOUNTABILITIES	JOTHAM A. HUGO Chairperson, Cooperative		1/7/2020
	MA. VICTORIA M. LABISTO, CPA Director, FMS		Jan. 8, 2020

### Recommending Approval:

For Administrative/Non-Teaching Personnel:

**ARMIE LEILA M. MORDENO, DPA, CSEE**  
 Vice President for Administration and Finance  
 and Chief Administrative Officer

For Teaching Personnel:

**ROLANDO N. PALANCA, Ph.D.**  
 Vice President for Academic Affairs

For Personnel involved in Research and/or Extension:

**ROWENA P. VARELA, Ph.D.**  
 Vice President for Research, Innovation  
 and Extension

Approved by:

**ANTHONY M. PENASO, Ph.D.**  
 University President