

Per vel Records and Performance Changion Office

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CLEARANCE

The University President Visayas State University Visca, Baybay City, Leyte DATE DT 20 2020

BY GAY CITY

Sir:

I am passing this clearance to settle my obligations and other responsibilities to the university before my purpose: [] End of Contract [] Resignation [xx] Others(Specify): TEACHERS LEAVE

Semester:	SY	SY: 2019-2020		
Date: Start of Contract	End of Contract	t: June	16-	Aug. 2, 2010
Name: RHODORA A. BANDE	Position:	ASST	PROF.	И
Dept./Office: DLABS	Signature:	_/	WV	
Until Further notice Address:		1		
Contact No. (Mobile No.) : DEPT./OFFICE	NAME/SIGNATURE			DATE
1. Home Dept./Office	GUIRALDO C. FERNANDEZ, JR.			
University Librarian	ANDRELI D. PARDALES		MA	Y 0 7 2020
University Registrar	MARWEN A. CASTAÑEDA		JUL	1 6 2020
4. Nead, Cash Division	QUEEN ATUPAN QUEEN			
5. Head, Accounting Office	ERLINDA S ESGUERRA			C/12/20
6. Head, Property Office	LEGARIO RAMOS			
7. OIC Head, Personnel Records and Performance Evaluation Office	HONEY SOFIA V COLISO			
RECOMMENDING APPROVAL:		10	1/	
CANDELARI			BELONIA	A.
Dean/De	pt. Head Vice Presiden	it for instru	uction/Ad	ministration

APPROVED:

EDGARDO E. TULIN
President

This clearance form will be used by the faculty/staff who will be on leave for 1 to 3 months. It should be accomplished in 5 copies before receiving the last salary or any money due from the University.

Distribution of copies: 1) Original- Personal Copy; 2) Payroll; 3) Home Dept./Office; 4) ODA-HRD; 5) Records

Vision: A globally competitive university for science, technology, and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

Control Number 201