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VISAYAS STATE UNIVERSITY  
Visca, Baybay, Leyte

1365  
08/26/11  
RECEIVED  
NO. 457  
DATE: 8/26/11

CLEARANCE FOR FACULTY/STAFF

Name : Prof. Aleli A. Villocino  
Dept. /Office : Inst. of Human Kinetics

Position : Asst. Professor  
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, Leyte as indicated below:

Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☒ Study Leave ☐ Others

Effective Date: June 1, 2011 Until further notice faculty/employee's address: \_\_\_\_\_  
Reason if resignation: \_\_\_\_\_

OFFICE	SIGNATURE/DATE	OFFICE	SIGNATURE/DATE
1. Home Dept/Office :	ALELI A. VILLOCINO	17. University Librarian	R. B. NAPIERE 7/28/11
2. Dean, Coll. of Agric.	V. B. ASIO	18. University Physician	J. J. M. YU
3. Dean, Coll. of Arts & Sci.	R. A. PATINDOL	19. University Registrar	L. N. MARISCAL
4. Dean, Coll. of Educ.	D. L. ALCOBER 5/27/11	20. Head, Acctg. Office	E. S. ISGUERRA
5. Dean, Coll. of Mgt. & Economics	A. P. ABAMO	21. Head, Cash Office	C. U. NUEVO 5/11/11
6. Dean, Coll. of Eng'g	R. C. GUARTE	22. Head, Records Div.	S. P. SEDROME
7. Dean, Coll. of Forestry & Wildlife	JULIETA L. CENIZA 4/27/11	23. Head, PRPEO	T. I. QUINANOLA
8. Dean, Coll. of Vet. Med.	E. E. LANADA	24. Head, PPO	N. M. ISRAEL
9. Dean, Grad. School	O. B. POSAS 6/14/11	25. Head, Property Office	ALEX P. TULIN
10. Dean of Students	M. B. LORETO, JR. 5/9/11	26. Director, OAHDR	L. B. CANO
11. Director, Inst. of Human Kinetics	A. VILLOCINO 11/14/11	27. Director, Finance	R. C. LEMOS
12. Director, FARM	P. R. GARCIA	28. VP Research & Ext.	O. B. CAPUNO
13. Director, NARC	R. M. GAPASIX	29. VP, Acad. Affairs	O. B. POSAS
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15. Director, PhilRootcrops	J. R. ROA	31. VP, Planning & Resource Generation	E. E. TULIN
16. VFA/AdPA			

APPROVED:

JOSE L. BACUSMO  
President