

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

CLEARANCE FOR FACULTY/STAFF

Name: Mr. Norberto E. Milla
Dept./Office: Dept. of Mathematics, Physics & Stat.

Position: Instructor
Last day of Service in VSU: June 15, 2008

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 and Development Office (HRMDO).

The above-named faculty-employee is cleared of money, property and other responsible from VSU, Visca, Baybay City, Leyte as indicated below:

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

Effective Date: June 2008

Until further notice faculty/employee's Address: _____

Reason if resignation: _____

OFFICE	SIGNATURE/DATE	OFFICE	SIGNATURE/DATE
1. Home Dept/Office	R.A. PATINDOL.	15. University Librarian	R.B. NAPIERE
2. Dean, Coll. of Agric.	J.M. ALKUTNO, JR.	16. University Physician	E.J.V. YIP
3. Dean, Coll. of Arts & Sci.	R.A. PATINDOL	17. University Registrar	L.N. MARISCAL
4. Dean, Coll. of Educ.	D.L. ALGOBER	18. Head, Acctg. Office	R.C. LEMOS
5. Dean, Coll. of Eng'g. & Agri-Industries	A.P. ABAMO.	19. Head, Cash Office	C.U. NUEVO
6. Dean, Coll. of Forestry & NR	J.M. QUIMIO	20. Head, Records Div.	S.P. SEDROME
7. Dean, Coll. of Vet. Med.	E.B. LAÑADA	21. Head, HRMDO	T.L. QUINANOLA
8. Dean, Grad. School	E.E. TULIN	22. Head, PPO	N.M. ISRAEL
9. Dean of Students	M.B. LORETO, JR.	23. Head, Property Office	A.P. TULIN
10. Director, Inst. of Human Kinetics	A.A. VILLOCINO	24. Director, Administration	L.B. CANO
11. Director, FARMI	P.P. GARCIA	25. Director, Finance	N.V. CALA
12. Director, NARC	R.M. GAPASIN	26. Dir., Research & Ext.	O.B. CAPUNO
13. Director, NCRC	E.S. SUDARIA	27. VP, Academic Affairs	O.B. POSAS
14. Director, PhilRootcrops	J.R. ROA	28. VP, Adm. & Finance	R.C. GUARTE
		19. VP, Planning & Resource Generation	M.K. PALOMAR

APPROVED:

JOSE L. BACUSMO
President