



CLEARANCE
(for Faculty and Staff)

Name: **BELJUN P. ENAYA**

Position: **INSTRUCTOR**

Dept./Office: **D L A B S**

Last Day in of Service in VSU: _____

Faculty/staff 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 to the faculty/staff from the university. After completion of this clearance, return all copies to the Personnel Records and Performance Evaluation Office (PRPEO).

The above named faculty/staff 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: **AUGUST ,2020**

Reason if Resignation: _____

Until further Faculty/Staff's Address and Mobile No.: _____

DEPT./OFFICE

SIGNATURE/DATE

DEPT./OFFICE

SIGNATURE/DATE

1. Home Department/Office

JETT C. QUEBEC

17. University Librarian

VICENTE GILOS

2. Dean, College of Agriculture and Food Sciences

VICTOR B. ASIO

18. Head, VSU Health Services

DR. ELWIN JAY V. YU

3. Dean, College of Arts and Sciences

CANDELARIO L. CALIBO

19. University Registrar

MARIVEN A. CASTAÑEDA

4. Dean, College of Education

BAYRON S. BARREDO

20. Head, Accounting Office

ERLINDA S. ESGUERRA

5. Dean, College of Mgt. and Economics

MOISES NEIL V. SERINO

21. Head, Cash Division

QUEEN-EVER Y. ATUPAN

6. Dean, College of Engineering

ROBERTO C. GUARTE

22. Head, Records Office

MA. ROBERTA MIRAFLORES

7. Dean, College and Forestry and Natural Resources

DENNIS P. PEQUE

23. Head, PRPEO

HONEY SOFIA V. COLIS

8. Dean, College of Veterinary Medicine

SANTIAGO T. PEÑA JR.

24. Head, SPPMO

ALICIA M. FLORES

9. Dean, Graduate School

ANABELLA B. TULIN

25. Director, GSD

MARIO LILO P. VALENZONA

10. Dean of Students

MANOLO B. LORETO, Jr

26. Director, Administration & Human Resource Development

LOURDES B. CANO

11. Director, Institute of Human Kinetics

CHARIS B. LIMBO

27. Director, Finance

LOUELLA C. AMPAC

12. Director ecoFARMI

ROMEL B. ARMECIN

28. Vice-President for Research and Extension

OTHELLO B. CAPUNO

13. Director, NARC

FELICIANO G. SINON

29. Vice President for Instruction

BEATRIZ S. BELONIAS

14. Director, NCRC

MARIA JULIET C. CENIZA

30. Vice-President for Administration and Finance

REMBERTO A. PATINDOL

15. Director, PhilRootcrops

ERLINDA A. VASQUEZ

31. Vice-President for Planning, Resource Generation and External Affairs

DILBERTO O. FERRAREN

16. VFA/AdPA

APPROVED:

EDGARDO E. TULIN
President