

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte 6521-A



CLEARANCE FOR FACULTY/STAFF

Name Jacob Glenn F. Jansalin
Dept. of Office DAC-FS

Position Assoc Prof.
First Day of Service in VISCA Nov. 14, 1978

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 six copies.

This clearance should be duly accomplished before receiving the last salary or any money due the faculty/employee from the college. After completion of this clearance return all copies to the Personnel Office.

The above-named faculty-employee is cleared of money, property and other responsibilities from VISCA, Baybay, Leyte as indicated below:

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

Effective Date: June 1, 1993 Until further notice faculty/employee's address:

Reasons if resignation: May 31, 1994

DEPT./OFFICE	SIGNATURE/DATE	SIGNATURE/DATE
1. Home Dept./Office Head	C. L. CALIBO, MS	20. Director, PRCTR
2. Director of Instruction	P. P. MILAN, PhD	21. Director, CSR/EDPC
3. Director of Res. & Extn	E. R. PONCE, PhD	22. Director, RCH
4. Director of Graduate School	M. K. PALOMAR, PhD	23. Director, NARC
5. Head, Agron. & Soil Sci.	A. S. ALMENDRAS, PhD	24. Chief Librarians
6. Head, An. Sci. & Vet. Med.	O. B. ROSAS, PhD	25. College Registrar
7. Head, Ag. Chem. & Food Sci.	C. L. CALIBO, MS	26. College Physician
8. Head, Ag. Eng'g & App. Math.	G. GALINATO, PhD	27. Director, CSO
9. Head, Horticulture	C. D. CARCALLAS, PhD	28. Chief, ESD
10. Head, Dev. Com.	N. T. ARESNA, PhD	29. Chief, SPID
11. Head, Plant Protection	R. G. CAPASIN, PhD	30. Chief, Acctg. Office
12. Head, Ag. Educ. & Extn	T. R. FLORES, PhD	31. Chief, Cash Office
13. Head, Ag. Econ. & Agrib.	J. M. ALMUNIO, Jr., PhD	32. Chief, Pers. Office
14. Head, Plt. Bldg. & Ag. Botl.	O. R. CASINO, PhD	33. Director, OS
15. Head, Home Science	L. B. PONCE, PhD	34. Admin. Officer
16. Head, Forestry	R. G. ESCALADA, PhD	35. Vice President
17. Head, Arts and Letters	J. L. SIROY, PhD	36. APPROVED: PRESIDENT
18. Head, Phys. Education	T. K. ZAFRA	37. ATTESTED: Auditor
19. Principal, ERHS	J. ROSILLO, PhD	