

CLEARANCE FORM

(Instructions at the back)

I	PURPOSE				·	
				November 3, 2023		
				Date of Application		
TO:	TO: <u>EASTERN SAMAR STATE UNIVERSITY-SALCEDO CAMPUS</u>					
	I hereby apply for clearance from money, property and work-related accountabilities for:					
	Purpose: ☐ Transfer ☐ Resignation ☐ Other Mode of Separation:					
		□ Retirement □ Leave		Please specify:		
Effectivity/Inclusive Period:						
	1/10					
Office of Assignment: SSAA / Guidance & Courseling				BELDIA, KENT JAN A.		
Position/SG/Step: SG [3			Name and Signature of Employee			
II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES						
We hereby certify that this applicant is cleared of work-related accountabilities from this Unit Office/Dept.						
a life of the state of the stat						
	N/A AUTODIO e. PEDICANO					
Program Head Dean of the College III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES						
Not Not						
	Name of Unit/Office/Department	Cleared	Cleared	Name of Clearing Officer/Official	Signature	
1.	Administration Sector				1	
	a. Head, Supply Property & Management Office	/		GREGORIO C. TEBRERO, JR.	Con 1	
	b. Head, HRMO/Payroll & Remittance Services		200	MARIA NIÑA O. OGUING	104	
2. Library						
	b. Library Services	V		CELIA FLOR R. LACOSTA	luw .	
3.	3. Finance and Assets Management					
	a. Head, Accounting Office	V		MARIA ISABEL S. QUIRANTE	nar	
	b. Head, Cashier's Office			MA. AGNES M. CAPARA	-An	
4.	Professional and Institutional Development					
	President, ESSU- Union/ Scholarship Services	1		DR. ARVIN ANTHONY S. ARANETA	garakin	
IV	CERTIFICATION OF NO PENDING ADMINIS	TRATIVE	CASE:			
	a. Head, for Admin. & Support Services	/		JOSE MARI C. CABAHUG	ann)	
with pending administrative case						
with ongoing investigation (no formal charge yet)						
V CERTIFICATION						
MIR-I-NISA Y, BOCO, Ed. D.						
Campus Administrator						
Signature over Printed Name of Agency Head						
James I. Agolog Flour						