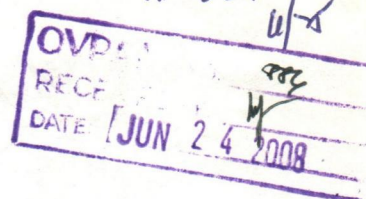


VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

CLEARANCE FOR FACULTY/STAFF



Name: **Ms. Lorina A Galvez**
Dept./Office: **Food Science and Technology**

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 & Development Office (HRMDO).

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

Purpose: [] Resignation [] Retirement [] Transfer [x] Study Leave [] Others: _____

Effective Date: **June 16, 2008** Until further notice faculty/employee's address: _____
Reason if resignation: _____

OFFICE	SIGNATURE/DATE	OFFICE	SIGNATURE/DATE
1. Home Dept/Office	<u>F.J. AMESTOSO</u>	16. University Librarian	<u>R.B. NAPIERE</u>
2. Dean, Coll. of Agric.	<u>J.M. ALKUINO, JR.</u>	17. University Physician	<u>E.J.V. YU</u>
3. Dean, Coll. of Arts & Sci.	<u>R.A. PATENDOL</u>	18. University Registrar	<u>L.N. MARISCAL</u>
4. Dean, Coll. of Educ.	<u>D.L. ALCOVER</u>	19. Head, Acctg. Office	<u>R.C. LEMOS</u>
5. Dean, Coll. of Eng'g & Agri-Industries	<u>A.P. ABAMO</u>	20. Head, Cash Office	<u>C.U. NUEVO</u>
6. Dean, Coll. of Forestry & Natural Resources	<u>J.M. QUIMIO</u>	21. Head, Records Division	<u>S.P. SEDROME</u>
7. Dean, Coll. of Vet. Med.	<u>E.B. LANADA</u>	22. Head, IIRMDO	<u>T.L. QUINANOLA</u>
8. Dean, Grad. School	<u>E.E. TULIN</u>	23. Head, PPO	<u>N.M. ISRAEL</u>
9. Dean of Students	<u>M.B. LORETO, JR.</u>	24. Head, Property Office	<u>A.P. TULIN</u>
10. Director, Inst. of Human Kinetics	<u>A.A. VILLOCINO</u>	25. Director, Administration	<u>L.B. CANO</u>
11. Director, Curr & Instruction	_____	26. Director, Finance	<u>N.V. CALA</u>
12. Director, FARM	<u>P. P. GARCIA</u>	27. VP, Research & Ext.	<u>O.B. CAPUNO</u>
13. Director, NARC	_____	28. VP, Acad. Affairs	<u>O.B. POSAS</u>
14. Director, NCRC	<u>E.S. SUDARIA</u>	29. VP, Admin. & Finance	<u>R.C. GUARTE</u>
15. Director, PhilRootcrops	<u>J.R. ROA</u>	30. VP, Planning & Resource Generation	<u>M.K. PALOMAR</u>

Approved:

JOSE L. BACUSMO
President