

VISAYAS STATE UNIVERSITY
Visca, Baybay, Leyte

CLEARANCE FOR FACULTY/STAFF

Name: J-ANNIE G. EBIT

Position: Instructor I

Dept./Office: DLABS

Last day 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, Leyte as indicated below:

Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☒ Study Leave ☐ Others _____
Effective Date: OCTOBER 2017 Reason if Resignation: _____

Until further notice faculty/staff's address: _____

DEPT./OFFICE	SIGNATURE/DATE	DEPT./OFFICE	SIGNATURE/DATE
1. Home Dept. Office	 Guiraldo C. Fernandez, Jr.	17. University Librarian	 Andrel D. Pardales 13 OCT 2017
2. Dean, College of Agriculture	 Victor B. Asio	18. University Physician	 Josephine Zafico 9-27-17
3. Dean, College of Arts and Sciences	 Candelario L. Calibo	19. University Registrar	 Eliezer L. Velasco
4. Dean, College of Education	 Lijneraj J. Guadra	20. Head, Accounting Office	 Erlinda S. Esguerra
5. Dean, College of Mgt. & Economics	 Antonio P. Abano	21. Head, Cash Division	 Corazon U. Nuevo
6. Dean, College of Engineering	 Roberto C. Guante	22. Head, Records Division	 Aster Sevilla 9-27-17
7. Dean, College of Forestry and Natural Resources	 Dennis Reque	23. Head, PRPEO	 Teresita L. Quiñanola 1/10/18
8. Dean, College of Veterinary Medicine	 Eugene B. Lañada 10/20/2017	24. Head, SPPMO	 Alicia M. Flores 9/29
9. Dean, Graduate School	 Anabella D. Tulin 10/10/17	25. Director, GSD	 Mario Lilio P. Valenzona
10. Dean of Students	 Manolo B. Loreto, Jr. 10/23/17	26. Director, ODA-HRD	 Lourdes B. Cano 1/5/18
11. Director, Institute of Human Kinetics	 Aleli A. Villocino 11/11/2017	27. Director, Finance	 Louella C. Ampac 12/20/17
12. Director, ecoFARMI	 Romel B. Armecin	28. Vice-President for Research & Extension	 Othello B. Capuno 12/20/17
13. Director, NARC	 FELICIANO G. SINM	29. Vice-President for Instruction	 Beatriz S. Belonias 11/09/17
14. Director, NCRC	 Ma. Juliet C. Ceniza 12/14/17	30. Vice-President for Administration & Finance	 Remberto A. Patindol
15. Director, PhilRootcrops	 Erlinda A. Vasquez 10/27/17	31. Vice-President for Planning & Resource Generation	 Daniel M. Tudtud, Jr.
16. VSU-FA	 [illegible] 12/10/17		