

VISAYAS STATE UNIVERSITY
Visca, Baybay, Leyte

CLEARANCE FOR FACULTY/STAFF

1043
2 JUN 2012

Name: Marlon F. Sacedon
Dept./Office: DMPS

Position: Instructor II
Last day of Service in VSU: May 31, 2012

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 and Development Office (HRMDO).

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

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

Effective Date: June 1, 2012 Until further notice faculty/employee's address: _____
Reason if resignation: _____

OFFICE	SIGNATURE/DATE	OFFICE	SIGNATURE/DATE
1. Home Dept/Office	<u>R. A. PATINDOL</u>	17. University Librarian	<u>R. B. NIPERE</u>
2. Dean, Coll. of Agric.	<u>V. B. ASIO</u>	18. University Physician	<u>E. J. YU</u>
3. Dean, Coll. of Arts & Sci.	<u>R. A. PATINDOL</u>	19. University Registrar	<u>M. MARISCAL</u>
4. Dean, Coll. of Educ.	<u>D. L. ALCOBER</u>	20. Head, Acctg. Office	<u>E. S. ESQUERRA</u>
5. Dean, Coll. Of Mgt. & Economics	<u>A. A. ABANCO</u>	21. Head, Cash Office	<u>VELMA P. BONTUAN</u>
6. Dean, Coll. of Eng'g. & Agri-Industries	<u>R. C. GUARTE</u>	20. Head, Records Div.	<u>S. P. SEDROME</u>
7. Dean, Coll. of Forestry & NR	<u>R. S. COME</u>	21. _____	_____
8. Dean, Coll. of Vet. Med.	<u>E. B. LANADA</u>	22. Head, PRPEO	<u>T. L. OJINANOLA</u>
9. Dean, Grad. School	<u>B. S. BELONIAS</u>	23. Head, PPO	<u>N. M. TRASHI</u>
10. Dean of Students	<u>M. B. LORETO, JR.</u>	24. Head, Property Office	<u>A. P. TULIN</u>
11. Director, Inst. of Human Kinetics	<u>V. B. ANTIPASO</u>	25. Director, OAHRD/Administration	<u>L. B. CANO</u>
12. Director, FARMID	<u>P. P. GARCIA</u>	26. Director, Finance	<u>R. C. LEMOS</u>
12. Director, NARC	<u>R. M. GAPASIN</u>	27. Dir., Research & Ext.	<u>O. B. CAPUNO</u>
13. Director, NCRC	<u>MA. J. C. CENIZA</u>	28. VP for Instructions	<u>O. B. POSAS</u>
14. Director.	_____	29. VP, Adm. & Finance	<u>R. C. GUARTE</u>
15. Director, PhilRootCrops	<u>J. R. ROA</u>	30. VP, Planning & Resource Generation	<u>L. P. TULIN</u>
16. VFA/AdPA	<u>A. C. PRESBITERO</u>		

APPROVED:

JOSE L. BACUSMO
President