



## CLEARANCE

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#100  
15 JUN 2020

As

The University President  
Visayas State University  
Visca, Baybay City, Leyte

Sir:

I am passing this clearance to settle my obligations and other responsibilities to the university before my purpose: [ ] End of Contract [ ] Resignation [ xx ] Others(Specify): TEACHERS LEAVE

Semester: \_\_\_\_\_

SY: 2019-2020

Date: Start of Contract \_\_\_\_\_ End of Contract: \_\_\_\_\_

Name: PRECIOUS C. DOMINGO Position: INSTRUCTOR I

Dept./Office: D L A B S Signature: \_\_\_\_\_

Until Further notice Address: \_\_\_\_\_

Contact No. (Mobile No.): \_\_\_\_\_

DEPT./OFFICE

NAME/SIGNATURE

DATE

1. Home Dept./Office

GUIRALDO C. FERNANDEZ, JR.

June 1, 2020

2. University Librarian

ANDRELI D. PARDALES

22 MAY 2020

3. University Registrar

MARWEN A. CASTANEDA

03 June 2020

4. Head, Cash Division

QUEEN EMMY Y. ATUPAN

5. Head, Accounting Office

ERLINDA S. ESGUERRA

5/12/20

6. Head, Property Office

LEGARIO RAMOS

7. OIC Head, Personnel Records  
and Performance Evaluation Office

HONEY SOFIA V. COLIS

6/16/20

RECOMMENDING APPROVAL:

CANDELARIO L. CALIBO  
Dean, CAS

BEATRIZ S. BELONIAS  
Vice President for Instruction/Administration

APPROVED:

EDGARDO E. TULIN  
President

This clearance form will be used by the faculty/staff who will be on leave for 1 to 3 months. It should be accomplished in 5 copies before receiving the last salary or any money due from the University.

Distribution of copies: 1) Original- Personal Copy; 2) Payroll; 3) Home Dept./Office; 4) ODA-HRD; 5) Records

Vision: A globally competitive university for science, technology, and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.