Recd

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VISCA FILE

ViSCA CLEARANCE SHEET

Name ANALITA P. ABELLA Position INSTRUCTOR
Dept. or Office Dep't. of Ag. Econ. and Agrib. Salary P1,553.00

(1) Subject faculty/employee who is retiring, resigning, being separated from the service, transferring to another agency, leaving the country and/or going on maternity or extended leave of absences prepare this form in six copies.

(2) This clearance should be duly accomplished before paying last salary or any money due to faculty/employee from the College.

(3) After completion of this clearance return all copies to the Personnel Office..

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

Purpose: [ ] Resignation [ ] Retirement [ ] Transfer [ ] Maternity Leave
[ ] Summer Vacation Pay [X] Study Leave [ ]

Effective Date: 6/1/86 Until further notice faculty/employee address

Reasons if resignation:

1/ CLEARED from this Dept./Office:
All other depts. and offices notified.
(Head) CAMILO D. VILLANUEVA

2/ CLEARED from ODI
(For Academic Staff only)
ELISEO R. PONCE, Ph.D.

3/ CLEARED from research responsibilities
(For Academic Staff only)
M. R. VILLANUEVA, Ph.D.

4/ CLEARED from Agronomy & Soils Dept.
4/21/86
RODOLFO G. ESCALADA, Ph.D.

5/ CLEARED from Animal Science Dept.
B. B. POSAS
BERNABE B. COCJIN, Ph.D.

6/ CLEARED from Agricultural Engineering Dept.
MARGARITO C. ESCALANTE, Ph.D.

7/ CLEARED from Agricultural Chemistry Dept.
Lydia A. Gloria
LYDIA A. GLORIA, Ph.D.

8/ CLEARED from Horticulture Dept.
CASIMIRO D. CARCALLAS, Ph.D.

9/ CLEARED from PRCRTC
E. N. BERNARDO, Ph.D., Director

10/ CLEARED from OSA
PVillanueva
PHOEBE B. VILLANUEVA, Actg. Director

11/ CLEARED from books and other library res.
LINDA K. MIRANDA, Chief Librarian

12/ CLEARED from Academic responsibilities
(For faculty members only)
LINDA N. MARISCAL

13/ CLEARED from ViSCA Health Service obligations.
ISABEL P. BERTULFO, M.D.

14/ CLEARED from Physical Plant Office
MANUEL C. CAPACIO, Supt.

15/ CLEARED from IGPO
FEDERICO C. MONSERATE, Supt.

16/ CLEARED from property responsibilities
ALFREDO C. ARRIDAZA, JR., OIC

17/ CLEARED from cash accountabilities
MELECIO B. ABOGADIE, Cashier

18/ CLEARED from cash responsibilities
BEATRIZ P. MODINA, Chief, Acct. Div.

19/ CLEARED from personnel matters
Teresita A. Lee
NELLIE CARCALLAS, OIC, P.O.

20/ CLEARED from contractual obligation with the College. No pending case.
WILFREDO C. VALENZONA, Adm. Officer

21/ APPROVED:
M. R. Villanueva
MARIANITO R. VILLANUEVA

[ ] CLEARED from P. E. Dept.
REMEDIOS R. RUSSEL, Head