



VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

CLEARANCE FOR FACULTY/STAFF

Name : SALVADOR M. CATRE JR.
Dept./Office: VSU LHS

Position : INSTRUCTOR 2
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 City, Leyte as indicated below:

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

Effective Date : JUNE 1, 2014 Reason if Resignation : _____

Until further notice faculty/staff's address: _____

DEPT./OFFICE	SIGNATURE/DATE	DEPT./OFFICE	SIGNATURE/DATE
1. Home Dept. Office VSU LHS	 ROLANDO H. ARPILLEDA	17. University Librarian	 ANDRELI D. BARDALES 6/5/14
2. Dean, College of Agriculture	 VICTOR B. ASIO	18. University Physician	 ELWIN JAY V. YU 6/5/14
3. Dean, College of Arts and Sciences	 REMBERTO A. PATINDOL	19. University Registrar	 ELIEZER L. VELASCO
4. Dean, College of Education	 DOLORES L. ALCOBER	20. Head, Accounting Office	 ERLINDA S. ESGUERRA
5. Dean, College of Mgt. and Economics	 ANTONIO P. ABAMO 6/5/2014	21. Head, Cash Division	 CORAZON U. NUEVO
6. Dean, College of Engineering	 ROBERTO C. GUARTE	22. Head, Records Office (OIC)	 ASTERIA A. SEVILLA 6/9
7. Dean, College of Forestry and Natural Resources	 RENEZITA S. COME	23. Head, PRPEO	 TERESITA L. QUIÑANOLA 6/24/14
8. Dean, College of Veterinary Medicine	 EUGENIO B. LAÑADA 6/5/14	24. Head, SPPMO	 WEMA FONTANILLA
9. Dean, Graduate School	 BEATRIZ S. BELONIAS 6/5/14	25. Director, GSD	 NESTOR M. ISRAEL
10. Dean of Students	 MANOLO B. LORETO, JR.	26. Director, Administration & Human Resource Dev't	 LOURDES B. CANO
11. Director, Institute of Human Kinetics	 RICARIDO S. NANGGAN, JR.	27. Director, Finance	 ROBERTA C. LEMOS 6/11/14
12. Director, ecoFARM	 PASTOR P. GARCIA	28. Vice-President for Research & Extension	 OTHELLO B. CAPUNO
13. Director, NARC	 RUBEN M. GAPASIN 6/9/14	29. Vice-President for Instruction	 EDGARDO E. TULIN 6/11/14
14. Director, NCRC	 MARIA JULIET C. CENIZA	30. Vice-President for Admin. & Finance	 ROBERTO C. GUARTE 6/13/14
15. Director, PhilRootcrops	 MARCELO A. QUEVEDO	31. Vice-President for Planning and Resource Generation & External Affairs	 EDGARDO E. TULIN 6/13/14
16. VFA/AdPA	 LUZ O. MORENO 6/9/14		

APPROVED:

JOSE L. BACUSMO
University President