



VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

CLEARANCE FOR FACULTY/STAFF

RECEIVED

29 DEC 2017

Name : **RAZA CRECIA L. MENESES**

Position : **DEAN**

Dept./Office: **COLLEGE OF NURSING**

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 : July 3, 2017

Reason if Resignation : Study leave

Until further notice faculty/staff's address and Mobile No.: _____

DEPT./OFFICE	SIGNATURE/DATE	DEPT./OFFICE	SIGNATURE/DATE
1. Home Dept. Office	<u>RAZA CRECIA L. MENESES</u>	17. University Librarian	<u>Andrei D. Pardales 10/3/17</u>
2. Dean, College of Agriculture	<u>Victor B. Asio 7/5/17</u>	18. OIC, VSU Health Services	<u>Josephine O. Zafico 7-26-17</u>
3. Dean, College of Arts and Sciences	<u>Candelario L. Calibo</u>	19. University Registrar	<u>Elezer L. Velasco</u>
4. Dean, College of Education	<u>Lijueraj J. Cuadra</u>	20. Head, Accounting Office	<u>Erlinda S. Esguerra 7/2/17</u>
5. Dean, College of Mgt. and Economics	<u>Antonio P. Abamo</u>	21. Head, Cash Division	<u>Corazon U. Nuevo</u>
6. Dean, College of Engineering	<u>Roberto C. Guarte 6/27</u>	22. OIC, Records Office	<u>Asteria A. Sevilla</u>
7. Dean, College of Forestry and Natural Resources	<u>Dennis P. Peque</u>	23. Head, PRPEO	<u>Teresita L. Quiñanola 12/20/17</u>
8. Dean, College of Veterinary Medicine	<u>Eugene B. Lañada</u>	24. Head, SPPMO	<u>Alicia M. Flores 12/20/2017</u>
9. Dean, Graduate School	<u>Anabella B. Tulin 6/27/17</u>	25. Director, GSD	<u>Mario Lilio P. Valenzona</u>
10. Dean of Students	<u>Manolo B. Loreto, Jr.</u>	26. Director, Administration & Human Resource Dev't	<u>Lourdes B. Cano</u>
11. Director, Institute of Human Kinetics	<u>Aleli A. Villocino 7/12/17</u>	27. OIC, Director, Finance	<u>Louella C. Ampac 11/1/17</u>
12. Director, ecoFARMI	<u>Romel B. Armecin</u>	28. Vice-President for Research & Extension	<u>Othello B. Capuno</u>
13. Director, NARC	<u>Feliciano G. Sinon</u>	29. Vice-President for Instruction	<u>Beatriz S. Belonias 12/17/17</u>
14. Director, NCRC	<u>Maria Juliet C. Ceniza 7/12/17</u>	30. Vice-President for Admin. & Finance	<u>Remberto A. Patindol</u>
15. Director, PhilRootcrops	<u>Erlinda A. Vasquez</u>	31. Vice-President for Planning, Resource Generation and External Affairs	<u>Daniel M. Tudtud, Jr.</u>
16. VFA/AdPA			

APPROVED:

Edgardo E. Tulin

President