

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

CLEARANCE FOR FACULTY/STAFF

Name PASTOR P. GARCIA, SR
Dept. or Office FARMI

Position Instructor I (R/E)
First Day of Service in VISCA Apr 1, 1982

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 six copies.

This clearance should be duly accomplished before receiving the last salary or any money due the faculty/employee from the college. 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 ☒ Study Leave ☐ Others

Effective Date: April 1, 1994

Until further notice faculty/employee's address:

Reasons if resignation:

DEPT/OFFICE

SIGNATURE/DATE

DEPT/OFFICE

SIGNATURE/DATE

1. Home Dept/Office Head

D. L. ALCOBER

20. Director, PROREC

J. PACUSMO

2. Director of Instruction

J. L. ZERON

21. Director, CSR/EDPC

REBECCO M. SANTIAGO

3. Director of Res. & Extn.

E. R. PONCE

22. Director, RCRC

L. GONZAL

4. Director of Graduate School

M. K. PALOMAR

23. Director, NARC

D. L. ALCOBER

5. Head, Agron. & Soil Sci.

A. S. ALMENDRAS

24. Coordinator, FARMI

H. K. MIRANDA

6. Head, An. Sci. & Vet. Med.

O. B. ROSAS

25. Chief Librarian

L. N. MARISCAL

7. Head, Ag. Chem. & Food Sci.

A. D. ACABAL

26. College Registrar

ISABEL BERTULFO

8. Head, Ag. Eng'g. & App. Math.

G. CALINATO

27. College Physician

C. D. CARGALLAS

9. Head, Horticulture

C. D. CARGALLAS

28. Director, PRO

J. LABRA

10. Head, Dev. Con.

W. ALONSO

29. Chief, EsDMU

A. C. ARRADAZA

11. Head, Plant Protection

R. M. GAPASIN

30. Chief, JMI

R. I. PAULO

12. Head, Ag. Educ. & Extn.

A. C. S. SANDOVAL

31. Chief, Acctg. Office

A. FERNANDEZ

13. Head, Ag. Econ. & Agrib.

J. M. ALKULINO

32. Chief, Cash Office

VITA S. POLO

14. Head, Plt. Brdg. & Ag. Ext.

O. B. CAPUNO

33. Chief, Personnel Office

PERLA TAN

15. Head, Home Science

L. B. PONCE

34. Director, OSA

LOURDES B. CANO

16. Head, Forestry

R. G. ESCALADA

35. Admin. Officer

N. P. PASCUA

17. Head, Arts & Letters

J. CANADA

36. Vice President

SAMUEL S. CO

18. Head, Physical Education

J. CANADA

37. APPROVED: PRESIDENT

JIMMY ROSILLO

19. Principal, ERMS

JIMMY ROSILLO

38. ATTESTED: Auditor