



DATE RECEIVED: 7/18  
O.C.I. BY: 758

LEYTE STATE UNIVERSITY  
Visca, Baybay, Leyte

**CLEARANCE FOR FACULTY/STAFF**

Name MA. LOUELLA B. CUARTEROS  
Dept./Office FARMI

Position ADM. OFFICER #2  
Last day of Service in LSU Dec 31, 2005

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 five (5) copies.

This clearance should be duly accomplished before receiving the last salary or any money due the faculty/employee from the university. After completion of this clearance return all copies to the Human Resource Management & Development Office (HRMDO).

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

Purpose: ☐ Resignation ☐ Retirement ☒ Transfer ☐ Study Leave ☐ Others \_\_\_\_\_

Effective Date: Dec 31, 2005

Until further notice faculty/employee's address: \_\_\_\_\_

Reason if resignation: \_\_\_\_\_

OFFICE	SIGNATURE/DATE	OFFICE	SIGNATURE/DATE
1. Home Dept/Office	EDWIN A. BALBARINO	16. Director, PhilRootcrops	A. M. MARISCAL
2. Dean, Coll. of Agric.	O. B. POSAS	17. Director, R & E Program	Other No. Capuno
3. Dean, Coll. of Arts & Sci.	A. D. ACABAL	18. Director, TMSC	
4. Dean, Coll. of Educ.	D. L. ALCOBER	19. University Librarian	R. B. NAPIERE
5. Dean, Coll. of Eng'g & Agri-Industries	Roberto Cuarte	20. University Physician	LWIN JAY V. YU, M.D.
6. Dean, Coll. of Forestry	E. O. MANGADANG	21. University Registrar	L. N. MARISCAL
7. Dean, Coll. of Vet. Med.	T. J. FERNANDEZ, JR.	22. Head, Acctg. Office	R. C. LEMOS
8. Dean, Grad. School	M. T. DINGADO, JR.	23. Head, Cash Office	C. U. NUEVO
9. Dean of Students	MANGELA B. LORETA	24. Head, HRMDO	T. L. QUINANOLA
10. Director, Inst. of Human Kinetics	A. A. VILLOCIND	25. Head, PPO	N. M. ISRAEL
11. Director, Accre. & Eval.	Edgardo E. Tulin	26. Head, Property Office	MA. CRISTINA
12. Director, CIMD	Edgardo E. Tulin	27. Director, Administration	L. B. CANO
13. Director, FARMI	EDWIN A. BALBARINO	28. Director, Finance	N. V. CALA
14. Director, NARC	L. R. GONZAL	29. VP, Acad. Affairs	JOSEL. BASUSMO
15. Director, NCRC	E. E. SUDARIN	30. VP, Adm. & Finance	J. M. ALKUINO, JR.
Records Officer	SIMON P. SEDROME	31. VP, Research & Ext.	Dr. Manuel Panoman

APPROVED: PACIENCIA P. MILAN  
President