

5 JUN 2015

CLEARANCE FOR FACULTY/STAFF

Name: **SHEENA MAE P. LUBRIO**

Position: Instructor I

Dept./Office: **DLABS**

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, Leyte as indicated below:

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

Effective Date: Aug. 1, 2015 Reason if Resignation:

Until further notice faculty/staff's address:

DEPT./OFFICE	SIGNATURE/DATE	DEPT./OFFICE	SIGNATURE/DATE
1. Home Dept. Office	 Annie P. Gravoso	17. University Librarian	 Andreli D. Pardales 8/4/15
2. Dean, College of Agriculture	 ANTONIA CECILIA X. SANDOVAL	18. University Physician	 Elwin Jay V. Yu 8/5/15
3. Dean, College of Arts and Sciences	 Remberto A. Patindol 5/27/15	19. University Registrar	 Eliezer Velasco
4. Dean, College of Education	 L. J. Cuadra	20. Head, Accounting Office	 Erlinda S. Esguerra
5. Dean, College of Mgt. & Economics	 Antonio P. Abano	21. Head, Cash Division	 Corazon U. Nuevo
6. Dean, College of Engineering	 Roberto C. Guarte 8/4/15	22. Head, Records Division	 ASTERIA A. SEVILLA
7. Dean, College of Forestry and Natural Resources	 DENNIS P. PEQUE	23. Head, PRPEO	 Teresita L. Quiñanola
8. Dean, College of Veterinary Medicine	 Eugene B. Lañada	24. Head, SPPMO	 ALICIA M. FLORES
9. Dean, Graduate School	 Beatriz S. Belonias	25. Director, GSD	 Mario Lilio P. Valenzona
10. Dean of Students	 Manolo B. Loreto, Jr.	26. Director, ODA-HRD	 Lourdes B. Cano
11. Director, Institute of Human Kinetics	 Aleli A. Villocino	27. Director, Finance	 LOVELLA C. AMPAC
12. Director, ecoFARM	 ROMEL B. ARMECIN	28. Vice-President for Research & Extension	 Othello B. Capuno
13. Director, NARC	 Ruben M. Gapasin	29. Vice-President for Instruction	 Edgardo E. Tulin
14. Director, NCRC	 Ma. Juliet C. Ceniza	30. Vice-President for Administration & Finance	 Roberto C. Guarte
15. Director, PhilRootcrops	 Mariacelo A. Ameyado	31. Vice-President for Planning & Resource Generation	 VICTOR B. ASIO
16. VSU-FA	 Luz Moreno		

VNCC # 135312
Updated as of November 2011

W/ outstanding balance
of ₱ 2.00 + interest

APPROVED: **JOSE L. BACUSMO**
President