



Visayas State University  
Visca, Baybay City, Leyte

CLEARANCE FOR FACULTY/STAFF



Name : JOVIEL R. TEVES

Position :Asst. Professor

Dept./Office: Department of Business and Mgmt.

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 [x] Study Leave [ ] Others: \_\_\_\_\_

Effective Date : September 2018 Reason if Resignation : \_\_\_\_\_

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

DEPT./OFFICE	SIGNATURE/DATE	DEPT./OFFICE	SIGNATURE/DATE
1. Home Dept. Office	 Antonio P. Abamo	17. University Librarian	 Andneli D. Pardales 8/10/18
2. Dean, College of Agriculture	 Victor B. Asio 8/12	18. University Physician	 Elwin Jay V. Yu 8/13/18
3. Dean, College of Arts and Sciences	 Candelario L. Calibo	19. University Registrar	 Eliezer L. Velasco 8/13/18
4. Dean, College of Education	 ALEX A. ILLOCINO	20. Head, Accounting Office	 Erlinda S. Esguerra 8/13/18
5. Dean, College of Mgt. and Economics	 Antonio P. Abamo	21. Head, Cash Division	 Corazon U. Nuevo 8/22/18
6. Dean, College of Engineering	 Roberto C. Guarate	22. OIC Records Office	 Asteria A. Sevilla 8/13/18
7. Dean, College of Forestry and Natural Resources	 DENNIS P. PEGUE	23. Head, PRPEO	 Teresita L. Quiñanola
8. Dean, College of Veterinary Medicine	 Eugene B. Lañada	24. Head, SPPMO 8/13	 Alicia M. Flores
9. Dean, Graduate School	 Anabella B. Tuling 8/14/18	25. Director, GSD	 Mario Valenzona
10. Dean of Students	 Manolo B. Loreto, Jr. 8/10/18	26. Director, Administration & Human Resource Dev't	 Lourdes B. Cano 8/22/18
11. Director, Institute of Human Kinetics	 Mary Jean M. Sapan 8/17/18	27. OIC, Director, Finance	 Louella C. Ampac 8/23/18
12. Director, ecoFARMI	 Romel B. Armecin	28. Vice-President for Research & Extension	 Othello B. Capuno 8/23/18
13. Director, NARC	 Feliciano G. Simon	29. Vice-President for Instruction	 Beatriz S. Belonias 8/23/18
14. Director, NCRC	 Maria Juliet C. Ceniza 8/18/18	30. Vice-President for Admin. & Finance	 Remberto A. Patindol 8/23/18
15. Director, PhilRootcrops	 Erlinda A. Vasquez 8/18/18	31. Vice-President for Planning, Resource Generation and External Affairs	 Dilberto O. Ferraren
16. VFA/AdPA	 Ernesto F. Bulayog		

APPROVED:

EDGARDO E. TULIN  
President