



VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

CLEARANCE FOR FACULTY/STAFF

Name : FLORA MIA Y. DUATIN
Dept./Office: NARC

Position : ASSOC. Professor I
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 : August 1, 2015

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	 Ruben M. Gapasin	17. University Librarian	 Andreli D. Pardales 7/21/15
2. Dean, College of Agriculture	 Antonia Cecilia Y. Sandoval	18. University Physician	 Edwin Jay V. Yu 7/21/15
3. Dean, College of Arts and Sciences	 Remberto A. Patindol	19. University Registrar	 Eliezer L. Velasco
4. Dean, College of Education	 Lijueraj J. Cuadra	20. Head, Accounting Office	 Erlinda S. Esguerra 8/20/15
5. Dean, College of Mgt. and Economics	 Antonio P. Abarno	21. Head, Cash Division	 Corazon U. Nuevo
6. Dean, College of Engineering	 Roberto C. Guarte	22. OIC Records Office	 Asteria A. Sevilla 7/27
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. Lahada	24. Head, SPPMO	 Alicia M. Flores
9. Dean, Graduate School	 Beatriz S. Belonias	25. OIC, Director, GSD	 Roberto C. Guarte
10. Dean of Students	 Manolo B. Loreto, Jr. 07/27/15	26. Director, Administration & Human Resource Dev't	 Lourdes B. Cano
11. Director, Institute of Human Kinetics	 Aleli A. Villocino	27. OIC, Director, Finance	 Louella C. Ampac 10/26/15
12. Director, ecoFARM	 Romeo B. Armecin	28. Vice-President for Research & Extension	 Othello B. Capuno 7/21/15
13. Director, NARC	 Ruben M. Gapasin 9/21/15	29. Vice-President for Instruction	 Edgardo E. Tulino 10/12/15
14. Director, NCRC	 Maria Juliet C. Ceniza 7/21/15	30. Vice-President for Admin. & Finance	 Roberto C. Guarte 10/12/15
15. Director, PhilRootcrops	 Marcelo A. Quevedo	31. Vice-President for Planning, Resource Generation and External Affairs	 Victor B. Asio 10/12/15
16. VFA/AdPA	 Ernesto P. Banaag		

APPROVED:

JOSE L. BACUSMO
President