

DEPARTMENT OF EDUCATION
CEBU PROVINCE
CLEARANCE FORM

I PURPOSE									
(please write legibly purpose)									
<u>JANUARY 16, 2023</u> Date of Application									
TO: <u>DEPED CEBU PROVINCE</u> I hereby apply for clearance from money, property and work-related accountabilities for: Purpose: <table style="display: inline-table; vertical-align: top; margin-right: 20px;"> <tr> <td><input type="checkbox"/> Transfer / CLP</td> <td><input checked="" type="checkbox"/> Resignation</td> </tr> <tr> <td><input type="checkbox"/> Sick Leave</td> <td><input type="checkbox"/> Personal Leave</td> </tr> <tr> <td><input type="checkbox"/> Retirement</td> <td><input type="checkbox"/> Monetization</td> </tr> <tr> <td><input type="checkbox"/> Travel Abroad</td> <td><input type="checkbox"/> Maternity</td> </tr> </table> Other Mode of Separation: _____ Please specify: _____		<input type="checkbox"/> Transfer / CLP	<input checked="" type="checkbox"/> Resignation	<input type="checkbox"/> Sick Leave	<input type="checkbox"/> Personal Leave	<input type="checkbox"/> Retirement	<input type="checkbox"/> Monetization	<input type="checkbox"/> Travel Abroad	<input type="checkbox"/> Maternity
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<input type="checkbox"/> Retirement	<input type="checkbox"/> Monetization								
<input type="checkbox"/> Travel Abroad	<input type="checkbox"/> Maternity								
• if travel abroad, please indicate country/destination : _____ Effectivity/Inclusive Period: _____									
Office of Assignment: <u>DILAR NATIONAL HIGH SCHOOL</u> Position/SG/Step: <u>TJ/SG 11/3</u>	<u>GIDEON LOPEZ C. PATILLA</u> Name and Signature of Employee								
II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES									
We hereby certify that this applicant is cleared of work-related accountabilities from this Unit/Office/Dept.									
<u>AMEFEL S. FERNANDEZ</u> Principal/School Head/Immediate Head	<u>ABDIE P. BARNES, Dev. Ed.</u> District Supervisor								
<u>JEREMY C. DENAMPO, JD</u> Administrative Officer V									
III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES									
Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature					
Administration Sector									
a. Supply and Property Procurement and Management Services	/		PATRICIO J. GONZAGA						
b. Human Resource Welfare & Assistance			N/A						
c. Agency-accredited Union/Cooperative			N/A						
Library									
a. Legal Office Library			N/A						
b. Library Services			N/A						
Finance and Assets Management									
a. As to Cash accountability			MA. TERESA A. PERALTA						
b. Division accountant			DESIREE C. RAMOS						
c. Financial Services			N/A						
d. Transaction, Processing & Billing Services			N/A						
e. Payroll & Remittance Services			N/A						
Professional and Institutional Development									
a. Scholarship Services			N/A						
IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:									
a. Internal Affairs Office/Legal Affairs Office (not applicable for Maternity & Monetization)	/		ATTY. ORVILLE DELA CERNA						
<input type="checkbox"/> with pending administrative case <input type="checkbox"/> with ongoing investigation (no formal charge yet)									
V CERTIFICATION									
MARILYN S. ANDALES, Ed.D., CESO V Schools Division Superintendent									