

VISAYAS STATE UNIVERSITY
Visca, Baybay, Leyte

CLEARANCE FOR FACULTY/STAFF

OVPAA NO. PS34
RECEIVED BY: WJ
DATE: JUN 17 2008

OFFICE OF THE PRESIDENT
VSU, VISCA, BAYBAY CITY, LEYTE #844
RECEIVED
DATE/TIME: 044 0469
BY: 6/23/08

Name: ANATOLIO N. POLINAR Position: INSTRUCTOR II
Dept./Office: Department of Forest and Wildlife Mgt. and Conservation Last day of Service in VSU: _____

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 [X] Study Leave [] Others

Effective Date: June 16, 2008 Until further notice faculty/employee's address: _____

Reason if resignation:

| OFFICE | SIGNATURE/DATE | OFFICE | SIGNATURE/DATE |
|---|---------------------------|--|------------------------|
| 1. Home Dept/Office: | <u>JM. QUIMIO</u> | 15. University Librarian | <u>R.B. NAPIERE</u> |
| 2. Dean, Coll. of Agric. | <u>J. M. ALKUIÑO, JR.</u> | 16. University Physician | <u>E. J. YU</u> |
| 3. Dean, Coll. of Arts & Sci. | <u>R. A. PATINDOL</u> | 17. University Registrar | <u>L. N. MARISCAL</u> |
| 4. Dean, Coll. of Educ. | <u>D. L. ALCOBER</u> | 18. Head, Acctg. Office | <u>R. C. LEMOS</u> |
| 5. Dean, Coll. of Eng'g & Agri-Industries | <u>A. P. ABAMO</u> | 19. Head, Cash Office | <u>C. U. NUEVO</u> |
| 6. Dean, Coll. of Forestry & NR | <u>J. M. QUIMIO</u> | 20. Head, Records Div. | <u>S. P. SEDROME</u> |
| 7. Dean, Coll. of Vet. Med. | <u>E. B. LANADA</u> | 21. Head, HRMDO | <u>T. L. QUIÑANOLA</u> |
| 8. Dean, Grad. School | <u>E. E. TULIN</u> | 22. Head, PPO | <u>N. M. ISRAEL</u> |
| 9. Dean of Students | <u>M. B. LORETO, JR.</u> | 23. Head, Property Office | <u>ALEX. V. TULIN</u> |
| 10. Director, Inst. of Human Kinetics | <u>A. A. VILLOCINO</u> | 24. Director, Administration | <u>L. B. CANO</u> |
| 11. Director, FARM I | <u>P. P. GARCIA</u> | 25. Director, Finance | <u>N. V. CALA</u> |
| 12. Director, NARC | <u>R. M. GAPASIN</u> | 26. VP Research & Ext. | <u>O. B. CAPUNO</u> |
| 13. Director, NCRC | <u>E. E. SUDARIA</u> | 27. VP, Acad. Affairs | <u>O. B. POSAS</u> |
| 14. Director, PhilRootcrops | <u>J. R. ROA</u> | 28. VP, Adm & Finance | <u>R. C. GUARTE</u> |
| | | 29. VP, Planning & Resource Generation | <u>M. K. PALOMAR</u> |

APPROVED:

JOSE L. BACUSMO
President