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UNIVERSITY CLEARANCE (for Faculty and Staff)

Name: BEATRIZ CUEVAS JADINA

Position: Professor VI

Signature: [Signature]

Address and Mobile Number: Brgy. PANGASUGAN, BAYBAY CITY, LEYTE/ 09064442991

Dept./Office: DEPARTMENT OF SOIL SCIENCE

Last Day of Service in VSU: N/A

Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☐ Study Leave ☒ Others On leave using service credits

Reason, if resignation: N/A

Effective Date: March 10, 2023

Cleared of work-related accountabilities:

SUZETTE B. LINA

Name and signature of Department

The above-named faculty/staff is cleared of money, property and other responsibilities from units under VSU, Visca, Baybay City, Leyte.

Name of Office	Name of Authorized Official	Signature	Date Signed
VP Administration and Finance (includes units under VPPRGAS)	DANIEL LESLIE S. TAN	<u>[Signature]</u>	MAY 19 2023
VP Research, Extension & Innovation	MARIA JULIET C. CENIZA	<u>[Signature]</u>	7/5/23
VP Academic Affairs (includes offices under VP for Student Affairs and Services)	BEATRIZ S. BELONIAS	<u>[Signature]</u>	6/9/23

Approved:

EDGARDO E. TULIN
University President
Date: 7/10/23

*Note: Faculty/staff who is retiring, 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 only within a month prior to retirement/resignation/separation/ from the service before receiving the last salary or any money due to the faculty/staff from the university. After completion of this clearance, submit all copies to the Office of the Head of Recruitment, Selection, Placement and Personnel Records (OHRSPRR). Processing of clearance certificate shall follow the order of number indicated.