

LEYTE STATE UNIVERSITY
Visca, Baybay, Leyte

CLEARANCE FOR FACULTY/STAFF

Name: ANNIE P. GRAVOSO
Dept./Office: LSULHS

Position: INSTRUCTOR I
Last day of Service in LSU: May 31, 2004

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 the 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 ☒ Study Leave ☐ Others _____

Effective Date: June 1, 2004 Until further notice faculty/employee's address: _____

Reason if resignation: _____

OFFICE	SIGNATURE/DATE	OFFICE	SIGNATURE/DATE
1. Home Dept/Office	VIRGENITA G. ALBARICO	16. Director, Philrootcrops	A. M. MARISCAL
2. Dean, Coll. of Agric	O. B. POSAS	17. Director, R&E Program	A. A. FERRAREN
3. Dean, Coll. of Arts & Sci.	E. O. LANDERITO	18. Director, TMSC	W. T. ALLESNA
4. Dean, Coll. of Educ.	D. L. ALCOBER	19. University Librarian	R. B. NAPIERE
5. Dean, Coll of Eng'g. & Agri-Industries	G. J. GALINATO	20. University Physician	I. P. BERTULFO
6. Dean, Coll. of Forestry	E. O. MANGAOANG	21. University Registrar	L. N. MARISCAL
7. Dean, Coll. of Vet. Med.	T. J. FERNANDEZ, JR.	22. Head, Acctg. Office	E. S. ESGUERRA
8. Dean, Grad School	MISAEI T. DIPUTADO, JR.	23. Head, Cash Office	C. U. NUEVO
9. Dean of Students	A. S. ALKUINO	24. Head, HRMDO	T. L. QUINANOLA
10. Director, Institute of Human Kinetics	R. R. RUSSEL	25. Head, PPO	N. M. ISRAEL
11. Director, Accre. & Eval.	EDGARDO E. TULIN	26. Head, Property Office	J. B. ISRAEL
12. Director, CIMD	E. E. TULIN	27. Director, Administration	B. B. CANO
13. Director, FARM I	E. A. BALBARINO	28. Director, Finance	N. V. CALA
14. Director, NARC	L. R. GONZAL	29. VP, Academic Affairs	M. K. PALOMAR
15. Director, NCRC	R. C. GUARTE	30. VP, Adm. & Finance	J. M. ALKUINO, JR.
		31. VP, Research & Ext.	J. L. BACUSMO

APPROVED:

PACIENCIA P. MILAN
President