



VISAYAS STATE UNIVERSITY

OFFICE OF THE HEAD OF RECRUITMENT, SELECTION, PLACEMENT AND PERSONNEL RECORDS

Visca Baybay City, Leyte 6521-A, Philippines
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05/19/2023

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66986, 70790

UNIVERSITY CLEARANCE (for Faculty and Staff)

Name: Dejay M. Lumanao Position: Asst. Prof. II Signature: [Signature]

Address and Mobile Number: Guadalupe Baybay Leyte - 09751595958

Dept./Office: _____ Last Day of Service in VSU: _____

Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☐ Study Leave ☒ Others Maternity Leave

Reason, if resignation: _____

Effective Date: September 28, 2022

Cleared of work-related accountabilities:

SUZETTE B. LINA

Name and signature of Department /Unit Head

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 Administrative and Finance (includes units under VPPRGAS)	<u>DANIEL ESUE TAN</u>	<u>[Signature]</u>	<u>FEB 21 2023</u>
VP Research, Extension & Innovation	<u>MARIA JULIET C. CONDE</u>	<u>[Signature]</u>	<u>3/3/2023</u>
VP Academic Affairs (includes offices under VP for Student Affairs and Services)	<u>BEATRIZ S. BELONIAS</u>	<u>[Signature]</u>	<u>11/24/22</u>

Approved:

EDGARDO E. DALIN

University President

Date: 5/22/23

*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 (OHRSPPR). Processing of clearance certificate shall follow the order of number indicated.

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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