

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte 6521-A

CLEARANCE FOR FACULTY/STAFF

Name **MA. THERESA P. LORETO**
Dept. of Office **DAC-FS**

Position **Asst. Professor**
First Day of Service in ViSCA

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 six copies.

This clearance should be duly accomplished before receiving the last salary or any money due the faculty/employee from the college. After completion of this clearance return all copies to the Personnel Office.

The above-named faculty-employee is cleared of money, property and other responsibilities from ViSCA, Baybay, Leyte as indicated below:

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

Effective Date: **June 1, 1999**

Reasons if resignation: **Until further notice faculty/employee's address:**

DEPT./OFFICE

ANDRESITO D. ACABAL

1. Home Dept./Office Head
2. Director of Instruction
3. Director of Res. & Extn
4. Director of Graduate School
- ★ 5. Head, Agron. & Soil Sci.
6. Head, An.Sci. & Vet. Med.
7. Head, Ag.Chem. & Food Sci.
8. Head, Ag.Eng's & App. Math.
9. Head, Horticulture
10. Head, Dev. Com.
11. Head, Plant Protection
12. Head, Ag.Educ. & Extn.
13. Head, Ag. Econ. & Agrib.
14. Head, Plt. Brdg. & Ag. Botl
15. Head, Home Science
16. Head, Forestry
17. Head, Arts and Letters
18. Head, Phys. Education
19. Principal, ERHS

SIGNATURE/DATE

A. D. ACABAL

J. R. SERON

L. R. GONZAL

BEVERLY M. LANEDA

ALFREDO ESCASINAS

S. J. BANTUGAN

A. D. ACABAL

J. R. ROSILLO

M. T. DIPUTADO

W. T. MLESNA

B. T. MANDRAS

A. E. SANDOVAL

R. S. LAGUNA

O. B. CAYUNO

MR. SALES

E. Q. MANGAOANG

N. E. DIAMMA QUING

E. P. PASTRANO

D. S. UCSANG

SIGNATURE/DATE

20. Director, PRCRC **E. A. EVANGELIO**

21. Director, CSR/EDPC **E. A. DABDET**

22. Director, RCRC **R. M. SANTIAGO**

23. Director, NARC **R. MORENO**

24. Chief Librarian **R. NAPIERE**

25. College Registrar **L. N. MARISCAL**

26. College Physician **I. P. BERTULFO**

27. Director, CSO **N. J. ISABEL**

28. Director, LNAPO **C. E. ESPINA**

29. Chief, SPMD **E. DEQUITO**

30. Chief, Acctg. Office **R. C. LEMOS**

31. Chief, Cash Office **C. NUEVO**

32. Chief, Pers. Office **L. B. CANO**

33. Director, OSA **A. S. ALBUINO**

34. Admin. Officer **L. B. CANO**

35. Vice President **W. P. PASCAL**

36. Vice President **V. A. QUITON**

37. APPROVED: PRESIDENT

37. ATTESTED: Auditor **R. S. TAN**