



VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

CLEARANCE FOR FACULTY/STAFF

Name : Editha G. Cagasan
Dept./Office: DDC/QAC/OPO

Position : Professor
Last Day of Service in VSU: Dec. 31, 2018

Faculty/staff 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 to the faculty/staff from the university. After completion of this clearance, return all copies to the Personnel Records and Performance Evaluation Office (PRPEO).

The above named faculty/staff is cleared of money, property and other responsibilities from VSU, Visca, Baybay City, Leyte as indicated below:

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

Effective Date: January 1, 2019 to Dec. 31, 2019 Reason if Resignation : 0918 2700721

Until further notice faculty/staff's address and Mobile No.: Apt. 21, Kilbourne St., VSU, Baybay City / 09155913358

DEPT./OFFICE	SIGNATURE/DATE	DEPT./OFFICE	SIGNATURE/DATE
1. Home Dept. Office	<u>Christina A. Gabritto</u>	17. University Librarian	<u>Andrei D. Pardales</u> 10/26/18
2. Dean, College of Agriculture	<u>Victor B. Asio</u> 11/21	18. VSU Health Services	<u>Elwin Jay V. Yu</u> 12/15/18
3. Dean, College of Arts and Sciences	<u>Candelario L. Calibo</u> 11/21	19. University Registrar	<u>Eliezer L. Velasco</u> 12/13
4. Dean, College of Education	<u>Aleli A. Villocino</u>	20. Head, Accounting Office	<u>Erlinda S. Esguerra</u> 12/13
5. Dean, College of Mgt. and Economics	<u>Antonio P. Abano</u>	21. Head, Cash Division	<u>Corazon U. Nuevo</u>
6. Dean, College of Engineering	<u>Roberto C. Guarate</u>	22. OIC, Records Office	<u>Asteria A. Sevilla</u> 11/28
7. Dean, College of Forestry and Natural Resources	<u>Dennis P. Peque</u>	23. Head, PRPEO	<u>Teresita L. Quiñanola</u> 3/1/19
8. Dean, College of Veterinary Medicine	<u>Eugene B. Lañada</u>	24. Head, SPPMO	<u>Alicia M. Flores</u> 11/22/18
9. Dean, Graduate School	<u>Anabella B. Tulin</u>	25. Director, GSD	<u>Mario Lilio P. Valenzona</u>
10. Dean of Students	<u>Manolo B. Loreto, Jr.</u>	26. Director, Administration & Human Resource Dev't	<u>Lourdes B. Cano</u> 11/19
11. OIC, Institute of Human Kinetics	<u>Ms. Mary Jean M. Sapan</u> 11/23/18	27. Director, Finance	<u>Louella C. Ampac</u> 12/14
12. Director, ecoFARMI	<u>Rome B. Arnequin</u>	28. Vice-President for Research & Extension	<u>Othello B. Capuno</u> 12/14
13. Director, NARC	<u>Feliciano G. Sinon</u>	29. Vice-President for Instruction	<u>Beatriz S. Belonias</u> 12/14
14. Director, NCRC	<u>Maria Juliet C. Ceniza</u> 10/30/18	30. Vice-President for Admin. & Finance	<u>Remberto A. Patindol</u>
15. Director, PhilRootcrops	<u>Erlinda A. Vasquez</u> 11/14/18	31. OIC, OVPPRGEA	<u>Dilberto O. Ferraren</u>
16. VFA/AdPA	<u>ERNESTO F. BULAYOG</u>		

APPROVED:

Edgardo E. Tulin
President

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