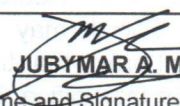
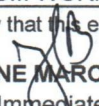


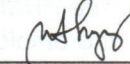


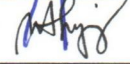
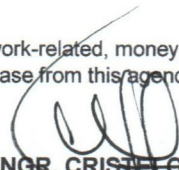


# BAYBAY CITY WATER DISTRICT CLEARANCE FORM

(Instructions at the back)

<b>I</b>	<b>PURPOSE</b>	<b>RETIREMENT</b>		
		February 16, 2022 Date of Filing		
TO:		<b>BAYBAY CITY WATER DISTRICT</b>		
I hereby request clearance from money, property and work-related accountabilities for:				
Purpose: <input type="checkbox"/> Transfer <input type="checkbox"/> Resignation <input type="checkbox"/> Other Mode of Separation: (V) Retirement <input type="checkbox"/> Leave Please specify: _____				
Date of Effectivity: <b>February 16, 2022</b>				
Office of Assignment:		Production & Water Quality Division		
Position/SG/Step:		Administrative Aide I		
		 <b>JUBYMAR A. MABUTO</b> Name and Signature of Employee		
<b>II</b>	<b>CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES</b>			
We hereby certify that this employee is cleared <input checked="" type="checkbox"/> / not cleared <input type="checkbox"/> of work-related accountabilities from this Unit/Office/Dept.				
 <b>JOHANNE MARCELO L. BACUSMO</b> Immediate Supervisor			<b>ENGR. CRISTELO S. LORETO</b> Head of Office	
<b>III</b>	<b>CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES</b>			
	Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official      Signature
<b>1. Administrative Services</b>				
a.	Supply and Property Procurement and Management Services	✓		TEODORO S. PABROQUEZ 
b.	Human Resource Welfare & Assistance	✓		ELSIE C. ALMARIO 
c.	Agency-accredited Union/Cooperative			MA. CECILIA A. LAPICEROS 
<b>2. Library</b>				
a.	Legal Office Library			N/A
b.	Library Services			N/A
<b>3. Finance and Assets Management</b>				
a.	Financial Services	✓		EDILYN F. CAGANDE 
b.	Transaction, Processing & Billing Services			ALI RASHID NOEL D. LACERNA 
c.	Payroll & Remittance Services			MA. CECILIA A. LAPICEROS 
<b>4. Professional and Institutional Development</b>				
a.	Scholarship Services			N/A
<b>IV</b>	<b>CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:</b>			
a.	Internal Affairs Office/Legal Affairs Office			N/A
<input type="checkbox"/> with pending administrative case <input type="checkbox"/> with ongoing investigation (no formal charge yet)				
<b>V</b>	<b>CERTIFICATION</b>			
I hereby certify that this employee is cleared of work-related, money and property accountabilities from this agency. This certification includes no pending administrative case from this agency.				
 <b>ENGR. CRISTELO S. LORETO</b> Signature over Printed Name of Agency Head				