



VISAYAS
STATE UNIVERSITY

**PERSONNEL RECORDS AND
PERFORMANCE EVALUATION OFFICE**

Visca Baybay City, Leyte 6521-A, Philippines
Phone/Fax: +63 053 563 7323
Email Address: prpeo@vsu.edu.ph
Website: www.vsu.edu.ph

UNIVERSITY CLEARANCE

(for Faculty and Staff)

Name: JESUS I. GIRON

Position: SECURITY GUARD II

Signature: 

Address and Mobile Number: CAO VILLAGE, VSU, BRGY. PANGASUGAN, BAYBAY CITY, LEYTE, 09284309796

Dept./Office: VSU-OUDDRM Last Day of Service in VSU: DECEMBER 31, 2021

Purpose: [/] Resignation [] Retirement [] Transfer [] Study Leave [] Others _____

Reason, if resignation: COMMITTED A CRIME

Effective Date: JANUARY 3, 2022

Cleared of work-related accountabilities:


JULIUS V. ABELA

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 VPPRGEA)	DANIEL LESLIE S. TAN	_____	_____
VP Research and Extension	MARIA JULIET C. CENIZA	_____	_____
VP Academic Affairs (includes offices under VP for Student)	BEATRIZ S. BELONIAS	_____	_____

Approved:

EDGARDO E. TULIN

University President

Date: _____

*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 Personnel Records and Performance Evaluation Office (PRPEO). 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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v0 05-27-2020

No.