

ACCOUNTING OFFICE  
COUNTERSIGN FOR CLEARANCE

1. Lucilyn L. Tabrosa \_\_\_\_\_
2. Elizabeth D. Pasa \_\_\_\_\_
3. Norieta B. Bustillo \_\_\_\_\_
4. Nilda D. Gacutan \_\_\_\_\_
5. Ma. Fe A. Baslan \_\_\_\_\_
6. Nick Freddy R. Bello \_\_\_\_\_

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

Visca Baybay City, Leyte 6521-A, Philippines  
Phone/Fax: 565-0600 local 563-7323  
Email Address: [prpeo@vsu.edu.ph](mailto:prpeo@vsu.edu.ph)  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

UNIVERSITY CLEARANCE  
(for Faculty and Staff)

Name: JUSTINO M. QUIMPO Position: Professor V Signature: [Signature]  
Address and Mobile Number: 48 Kilbourne Dr., VSU 0949 340 8357  
Dept./Office: Dept. of Forest Science Last Day of Service in VSU: June 30, 2022  
Purpose: [ ] Resignation [ ☒ ] Retirement [ ] Transfer [ ] Study Leave [ ] Others \_\_\_\_\_  
Reason, if resignation: \_\_\_\_\_  
Effective Date: July 1, 2022

Cleared of work-related accountabilities:

ANATOLIO N. POLIVAR  
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 LESUE S. TAN</u>	<u>[Signature]</u>	<u>12/15/21</u>
VP Research, Extension & Innovation	<u>MARIA JULIET C. CERIZA</u>	<u>[Signature]</u>	<u>1/28/22</u>
VP Academic Affairs (includes offices under VP for Student Affairs and Services)	<u>BEATRIZ S. BELONAR</u>	_____	_____

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 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.