



INSTITUTE FOR STRATEGIC RESEARCH AND DEVELOPMENT STUDIES

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UNIVERSITY CLEARANCE

(for Faculty and Staff)

Name: GINA A. DELIMA Position:	ASSISTANT PROF III Si	gnature: Jude	<u>/</u>
Address and Mobile Number: BRGY. I			
Dept./Office: ISRDS Las	st Day of Service in VSU:		
Purpose: [] Resignation [] Retirement [] Transfer [☑] Study Leave [] Others			
Reason, if resignation: NA			
Effective Date:			
Cleared of work-related accountabilities:			
	LILIAN B. NUÑEZ Director, ISRDS		
The above-named faculty/staff is clear Baybay City, Leyte.	red of money, property and other resp		s under VSU, Visca,
Name of Office	Name of Authorized Official	Signature	Date Signed
VP Administrative and Finance (includes units under VPPRGAS)	ELWIN JAY V. YU		
VP Research, Extension & Innovation	SANTIAGO T. PEÑA JR.		,
VP Academic Affairs (includes offices under VP for Student Affairs and Services)	ROTACIO S. GRAVOSO		
	Approved:		
PROSE IVY G. YEPES 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 thirty (30) days or more 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 Recruitment, Selection, Placement and Personnel Records Office (RSPPRO). Processing of clearance certificate shall follow the order of number indicated.

Vision: Mission: A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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