



CERTIFICATE OF GRADE SUBMISSION

FEBRUARY 20, 2023

Date

TO WHOM IT MAY CONCERN:

This is to certify that Mr./Ms./Prof./Dr. REYNAND E. CORPUZ

(Name of Faculty)

a faculty of the DoPAC has satisfactorily submitted 10 grade

(Department)

(No. of Grade Sheets)

sheets for the subject(s) that is/are being handled this 1st Semester, A.Y. 2022-2023

(Semester, Academic Year)

This certification is issued for the purpose of faculty clearance.

MARWEN A. CASTAÑEDA  
University Registrar

VISAYAS STATE UNIVERSITY  
Visca, Baybay City, Leyte  
INTERNAL CLEARANCE

THE DEAN

College of Arts and Sciences  
Visayas State University  
Visca, Baybay City, Leyte

Sir/Madam:

THIS IS TO CERTIFY that REYNAND CORPUZ  
is cleared of the Dept of DoPAC  
all  
accountabilities/responsibilities:

Purpose:

Training ☐ Summer Vacation ☐ Sick leave ☐

Maternity Leave ☐ Study leave ☐ Retirement ☒

Others: end of contract

Signature/ Date:

Dr. JETT C. QUEBEC

Head, DLABS

Dr. EUSEBIO R. LINA JR.

Head, Mathematics

Dr. ANALYN M. MAZON

Head, DBS

Mr. PAULO G. BATIDORI

Head, DepStat

Mr. LOURD FRANZ M. GABUNADA

Off-Head, DBT

Dr. ELIZABETH S. QUEVEDO

Head, DoPAC

Dr. REV RHIZAL AURE

Head, DPhys

Approved:

MA. THERESA P. LORETO

Dean, CAS



### **SPMO INTERNAL CLEARANCE**

Name: Reynand E. Corpuz

Position: Part-time Instructor

Department/Office: DoPAC

This is to **CERTIFY** that the above name personnel is cleared of all property accountabilities from our office.

Purpose:

☐ Resignation

☐ Retirement

☐ Transfer

☐ Study Leave

☒ Others: End of contract

Approved by:

**ALICIA M. FLORES**

Head, SPMO *24/2/2023*





## UNIVERSITY CLEARANCE

(for Faculty and Staff)

Name: REYNAND E. CORPUZ Position: PART-TIME INSTRUCTOR Signature: [Signature]

Address and Mobile Number: BRGY. PA-A, HILONGOS, LEYTE / 09122033227

Dept./Office: DEPARTMENT OF PURE & APPLIED CHEMISTRY Last Day of Service in VSU: \_\_\_\_\_

Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☐ Study Leave ☒ Others END OF CONTRACT

Reason, if resignation: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Cleared of work-related accountabilities:

[Signature]  
ELIZABETH S. QUEVEDO  
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 LESLIE S. TAN</u>	_____	_____
VP Research, Extension & Innovation	<u>MARIA JULIET C. CENIZA</u>	<u>[Signature]</u>	<u>02-20-23</u>
VP Academic Affairs (includes offices under VP for Student Affairs and Services)	<u>BEATRIZ S. BELONIAS</u>	_____	_____

Approved:

EDUARDO F. TULIA

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.