



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

UNIVERSITY CLEARANCE

(for Faculty and Staff)

Name: June Carlo B. Juab Position: Substitute Instructor Signature: June Carlo B. Juab
 Address and Mobile Number: Lanoy, Maasin City, Southern Leyte 09201043048
 Dept./Office: Dept. of Pure and Applied Chemistry Last Day of Service in VSU: December 31, 2019
 Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☐ Study Leave ☒ Others End of contract
 Reason, if resignation: _____
 Effective Date: January 03, 2020

Cleared of work-related accountabilities:

Jacob Glenn F. Jansalin
 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 LELIE S. TAN</u>	<u>[Signature]</u>	<u>11/10/21</u>
VP Research, Extension & Innovation	<u>MARIA JULIET D. CAYZANG</u>	<u>[Signature]</u>	<u>11/16/21</u>
VP Academic Affairs (includes offices under <u>VP for Student Affairs and Services</u>)	<u>BEATRIZ S. PELONGAS</u>	<u>[Signature]</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.