

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: pree@vsu.edu.ph Website: www.vsu.edu.ph

UNIVERSITY CLEARANCE

(for Faculty and Staff)

Name: _FELICIANO G. SINON_	Position: Professor VI	Signatura:	Jan 1	
Address and Mobile Number: Malay	-	Signature: (10051	
	1			
Dept./Office: National Abaca Research	Center Last Day of Servic	e in VSU: <u>July 31,</u>	2022	1
Purpose: [] Resignation [] Retirer	ment [] Transfer [] Study	Leave [✓]	Others Sabbatical	Leave
Reason, if resignation:				
Effective Date: August 1, 2022				
	Cleared of work-re	lated accountabilitie	es:	
	PORELYN	T PIAMONTE &		
	Name and signatur	re of Department /U	nit Head	
The above-named faculty/staff is cleared Baybay City, Leyte.	of money, property and other resp	onsibilities from unit	s under VSU, Visca,	
Name of Office	Name of Authorized Official	Signature	Date Signed	
A/D A device to the first of th	D. DANIEL LESTIE TAN	\		
VP Administrative and Finance (includes units under VPPRGAS)	Dr. Dilberto O. Ferraren			
VP Research, Extension& Innovation	Dr. Maria Juliet C. Ceniza	***************************************	***************************************	
VP Academic Affairs (includes offices under VP for Student Affairs and Services)	Dr. Beatriz S. Belonias			
	Approved:		-	
·				
	EDGARDO E. University Pres Date:	sident		
				

*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: 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.

Page 1 of 1 FM-HRM-34 v011-12-2021

