



2114

VISAYAS

STATE UNIVERSITY

Clearance for VPAF Signature:

1. Acctg. Certification
2. SPMO Certification
3. OVPPRGAS (for countersign)
4. HRMO (for countersign)
5. OVPAF (for VP Signature)

1548

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UNIVERSITY CLEARANCE

(for Faculty and Staff)

Name: Norberto M. Managbanag

Position: Administrative Aide I

Signature: [Signature]

Address and Mobile Number: Brgy. Pangasugan, Baybay City, Leyte

Dept./Office: Dept. of Pure and Applied Chemistry

Last Day of Service in VSU: July 8, 2024

Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☐ Study Leave ☒ Others Terminal Leave

Reason, if resignation: _____

Effective Date: July 9, 2024

Cleared of work-related accountabilities:

MARK RYAN R. TRIPOLE

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)	ELWIN JAY V. YU	<u>[Signature]</u>	
VP Research, Extension & Innovation	for SANTIAGO T. PEÑA, JR.	<u>[Signature]</u>	11/7/24
VP Academic Affairs (includes offices under VP for Student Affairs and Services)	ROTACIO S. GRAVOSO	<u>[Signature]</u>	

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 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.

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v0 11-12-2021

No. _____