



CERTIFICATE OF GRADE SUBMISSION

FEBRUARY 20, 2023

Date

TO WHOM IT MAY CONCERN:

This is to certify that Mr./Ms./Prof./Dr. RAYMOND R. OCARES

(Name of Faculty)

a faculty of the DOPAC has satisfactorily submitted 7 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

THE DEAN

College of Arts and Sciences

Visayas State University

Visca, Baybay City, Leyte

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte
INTERNAL CLEARANCE

Sir/Madam:

RAYMOND R.

THIS IS TO CERTIFY that OCARES of the Dept of DOPAC
is cleared of 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. MAZO

Head, DBS

Mr. PAULO G. BATIDOR

Head, DepStor

Mr. LOURD FRANZ M. GABUNADAY

OIC-Head, DBE

Dr. ELIZABETH S. QUEVEDO

Head, DOPAC

Dr. REV RHIZZA L. ALRE

Head, DPhyS

Approved:

MA. THERESA P. LORETO
Dean, CAS



SPMO INTERNAL CLEARANCE

Name: Raymond R. Ocares

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

☐ Study Leave

☐ Retirement

☒ Others: End of contract

☐ Transfer

Approved by:

ALICIA M. FLORES

Head, SPMO *4/24/2020*



UNIVERSITY CLEARANCE
(for Faculty and Staff)

Name: RAYMOND R. OCARES Position: PART-TIME INSTRUCTOR Signature: [Signature]
Address and Mobile Number: BRGY. CAMBALADING, ALBUERA, LEYTE 09483806178
Dept./Office: DEPARTMENT OF PURE & APPLIED CHEMISTRY Last Day of Service in VSU: FEBRUARY 15, 2023
Purpose: ☐ Resignation ☐ Retirement ☐ Transfer ☐ Study Leave ☒ Others END OF CONTRACT
Reason, if resignation: _____
Effective Date: SEPTEMBER 5, 2022

Cleared of work-related accountabilities:

[Signature]
ELIZABETH S. GUEVEDO

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>02/20/2023</u>
VP Academic Affairs (includes offices under VP for Student Affairs and Services)	<u>BEATRIZ S. BELONIAS</u>		

Approved:

EDGARDO E. TULAN
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 (OHRSPRR). Processing of clearance certificate shall follow the order of number indicated.