

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

UNIVERSITY CLEARANCE

(for Faculty and Staff)

Name: Brenda M. Ramoneda Position:	Assoc. Prof. II	_ Signature:		
Address and Mobile Number:	Last Day of Service in	n VSU:		
Purpose: [] Resignation [] Retirement Reason, if resignation:		dy Leave [] Other	rs: Teacher's Leave	
Effective Date: July 8, 2023				
	Cleared of work-related accountabilities:			
		AY H. CENTINO ture of Department /Ur	nit Head	
The above-named faculty/staff is cleared of Baybay City, Leyte.	f money, property and other re-		s under VSU, Visca,	
Name of Office	Name of Authorized Official	Signature	Date Signed	
VP Administrative and Finance (includes units under VPPRGAS)	DANIEL LESLIE S. TAN			
VP Research, Extension& Innovation	MARIA JULIET C. CENIZA			
VP Academic Affairs (includes offices under VP for Student Affairs and Services)	BEATRIZ S. BELONIAS			
Ap	pproved:			
	EDGARDO I University P Date:	resident		
*Note: Faculty/staff who is retiring hoing congretor	I from the service transferming to exact		shannes for more than the	

*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.

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