



Republic of the Philippines  
 IFUGAO STATE UNIVERSITY  
 Nayan, Lamut, Ifugao

**CERTIFICATE OF CLEARANCE**

To Whom It May Concern:

This is to certify that \_\_\_\_\_,  
 (Name of Employee) (Position/Designation)

has been cleared from the following:

***Cleared as to duties and responsibilities:***

\_\_\_\_\_  
 (Immediate Supervisor)

***Cleared from financial Obligations:***

\_\_\_\_\_  
 Chief, Accounting Office

***Cleared from property accountabilities:***

\_\_\_\_\_  
 Chief, Supply Office

\_\_\_\_\_  
 Chair, Employees' Housing & Cottages

***Cleared from any personnel matters:***

\_\_\_\_\_  
 AO V/ HRMOIII

***Cleared from "Birthday Tree to Restore Nature's Grandeur" accountability (Office Order No. 5-2007):***

\_\_\_\_\_  
 Director, NSTP

***Cleared from cash accountabilities:***

\_\_\_\_\_  
 Chief, Cashiering Services Office

***Cleared from library accountabilities:***

\_\_\_\_\_  
 Director, Library Services

***Cleared from IGP accountabilities:***

\_\_\_\_\_  
 Director for Income Generating Project (IGP)

***Cleared from administrative/criminal cases:***

\_\_\_\_\_  
 Director, Department of Administrative Services

***Cleared from RDET accountabilities:***

\_\_\_\_\_  
 VP- RDET

**Clearance Approved:**

**SERAFIN L. NGOHAYON, PhD**  
 University President

Purpose:

\_\_\_\_\_  
 This certificate of clearance is subject to the provisions of the General office Circular No. 52, dated December 23, 1957, which provides that:

**"If later on, an official or employee who has been cleared and later discovered still accountable for cash and/or property, clearance which has been previously issued will not relieve him/her of said accountability."**