

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
CLEARANCE FORM

(Instructions at the back)

I PURPOSE				
<div style="text-align: right; margin-bottom: 10px;"> <u>May 16, 2023</u> Date of Application </div> TO: DENR-PENRO ORIENTAL MINDORO I hereby apply for clearance from money, property and work-related accountabilities for: Purpose: <input checked="" type="checkbox"/> Transfer <input type="checkbox"/> Resignation <input type="checkbox"/> Other Mode of Separation: <input type="checkbox"/> Retirement <input type="checkbox"/> Leave Please specify: _____ Effectivity/Inclusive Period: _____				
Office of Assignment: DENR CENRO Roxas, Oriental Mindoro ADMINISTRATIVE OFFICER I (RECORDS Position/SG/Step: OFFICER) /SG10/S2		 VENICE ANGELA D. VIROS Name and Signature of Employee		
II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES				
I hereby certify that this applicant is cleared of work-related accountabilities from this Unit/Office/Dept. <div style="text-align: center; margin-top: 10px;"> MARICEL V. SUPLEO Chief, Management Services Division </div>				
III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES				
Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
1. Administration Sector				
a General Services Unit			NESTOR N. CUASAY DMO IV/Asst. MSD/In-Charge, GSS	
b Records Unit			NOEME P. ALCANCIA In-charge, General Records Unit	
c Personnel Unit			BUENA P. FLORIDA Administrative Officer IV	
2. Finance and Assets Management				
a Financial Services				
b Transaction, Processing & Billing Services			REALYN D. MARQUEZ PENRO Accountant	
c Payroll & Remittance Services				
4. Professional and Institutional Development				
a DENR Foreign and Scholarship Services			MYLA GEMMA P. GAMBOA Forest Tech. II/HRD Officer	
IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:				
a Internal Affairs Office/Legal Affairs Office			MARICEL V. SUPLEO Chief, Management Services Division	
<input type="checkbox"/> with pending administrative case <input type="checkbox"/> with ongoing investigation (no formal charge yet)				
V CERTIFICATION				
 ALAN L. VALLE OIC-PENRO				