



Republic of the Philippines
 Department of Education
 National Capital Region
 Division of City Schools
 Quezon City
 Nueva Ecija St., Bago Bantay, Q.C.
 www.depedqc.ph



DIVISION OFFICE CLEARANCE

(Date)

This certifies that Mr./Mrs./ Ms. _____,
 (Name of Employee)

_____, an employee of the Division of City Schools,
 (Position)

Quezon City assigned at _____ has been cleared
 by the following officers of any accountability. This clearance is being issued in connection
 with his/ her application for _____
 (Purpose)

effective on _____. The last day of service rendered by the above
 employee shall be on _____.

Signature of Principal/ Chief of Section

ELENA M. SANTOS

Chief, Human Resource Management Section

Cleared as to Cash Accountability:

RAMON S. GENOVA JR.

Chief, Accounting Section

No Pending Administrative Case:

ATTY. WADE A. LATAWAN

Chief, Legal Section

Cleared of Property Accountability:

YOLANDA C. ARCO

Chief Administrative Officer

LOIDA D. OLIVEROS

Chief, Property Section

APPROVED:

ELIZABETH E. QUESADA, CESO V

Schools Division Superintendent

This clearance is valid only for the purpose stated. Any erasure or alteration shall invalidate this certification.