



Republic of the Philippines  
**COMMISSION ON AUDIT**

Regional Office No. III  
Government Center, City of San Fernando, Pampanga  
Tel/Fax No. (045)455-4273 /RD: (045)455-4266/ARD: (045)455-4267  
Email Address: [coaregion3@yahoo.com](mailto:coaregion3@yahoo.com), [coa.reg3@coa.gov.ph](mailto:coa.reg3@coa.gov.ph)

**REGIONAL CLEARANCE**

<b>I</b>	<b>PURPOSE</b>			
<p style="text-align: right; margin-right: 100px;">_____ Date of Filing</p> <p>TO: COA Regional Office No. III</p> <p>I hereby request clearance from money, property and work-related accountabilities for:</p> <p>Purpose:    <input type="checkbox"/> Transfer            <input type="checkbox"/> Resignation            <input type="checkbox"/> Other Mode of Separation</p> <p>              <input type="checkbox"/> Retirement            <input type="checkbox"/> Leave                    <input type="checkbox"/> Please Specify: _____</p> <p>Date of Effectivity: _____</p>				
Office of Assignment: _____		_____		
Position/SG/Step: _____		Name and Signature of Employee		
<b>I</b>	<b>CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES</b>			
We hereby certify that this employee is <input type="checkbox"/> cleared/not cleared <input type="checkbox"/> of work-related accountabilities from this Unit/Office/Dept.				
_____ Immediate Supervisor			_____ SA/RSA/DC	
<b>II</b>	<b>CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES</b>			
Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
<b>1. Administrative Services</b>				
a. Supply and Property Procurement and Management Services				
b. Human Resource Welfare & Assistance/Leave				
c. COA COCER III				
<b>2. Library</b>				
a. Legal Office Library				
b. Library Services				
<b>3. Finance and Assets Management</b>				
a. Financial Services, Accounting				
b. Transaction, Processing & Billing Services/Cashier				
<b>III</b>	<b>CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:</b>			
Legal Services				
<p style="text-align: center;"><input type="checkbox"/> with pending administrative case</p> <p style="text-align: center;"><input type="checkbox"/> with ongoing investigation (no formal charge)</p>				
<b>IV</b>	<b>CERTIFICATION:</b>			
I hereby certify that this employee is cleared of work-related, money and property accountabilities from this agency, This certification includes no pending administrative case from this agency.				
<p>_____</p> <p>Signature over Printed Name of Agency Head</p>				