



OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

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MEMORANDUM NO. 21

Series of 2021

TO : All UPLB Constituents

SUBJECT : Additional Requirement for UPLB Clearance

It has been observed that claims of retired/separated employees from service at UPLB are not immediately disbursed due to lack of contact number or active Landbank account.

In order to ensure disbursement of future claims by said employees, please submit to the Cashier's Office your active personal Landbank account during the processing of your clearance.

For compliance.

ROLANDO T. BELLO

Vice Chancellor