**DOST Form 17**

**CLEARANCE FORM FOR PROJECT LEADER**

**WITH PREVIOUSLY FUNDED PROJECT/S**

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| **(1) Program Title (Project No.):** **Project Title:** **Project Leader:** **Address/Telephone/Fax/Email:** |
| **(2) Implementing Agency:** |
| **(3) Monitoring Agency:** |
| **(4) Site/s of Implementation (Barangay / Municipality / District / Province / Region / Country)** **Base Station: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Site/s of Implementation: \_\_\_\_\_\_\_\_\_\_\_** |
| **(5) Project Duration (number of months)** **Original:**  **Project Start Date:**  **Project End Date:** | **Revised (if applicable):** **Project Start Date:** **Project End Date:** |
| **(6) Amount of Grant (TOTAL Release)** |

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| **CHECKLIST OF TERMINAL REQUIREMENTS FOR CLEARANCE:****\_\_\_ (1) DOST Form 15 Terminal Accomplishment Report****\_\_\_ (2) DOST Form 16 Terminal Financial Report (FR)** \*for NGOs/POs: duly certified correct by its accountant and approved by its President/Chairman or its equivalent and verified by the accountant of the monitoring agency**\_\_\_ (3) DOST Form 13 Report of Disbursement (ROD) and Report of Checks Issued**  **(RCI)** **\_\_\_ (4) DOST Form 12 List of Equipment Purchased (LEP)** **\_\_\_ (5) Property Acknowledgement Receipt (PAR)** **\_\_\_ (6) Journal Entry Voucher (JEV) relative to the equipment purchased****\_\_\_ (7) DOST Form 11 List of Personnel Involved** **\_\_\_ (8) Publishable or pre-print manuscript, as may be applicable** **\_\_\_ (9) DOST Form 14 Appraisal/Assessment Report c/o the Monitoring Agency** **\_\_\_ (10) Official Receipt/Validated LDDAP-ADA/Deposit Slip for reversion of** **Unexpended Balance** |

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| **ADDITIONAL REQUIREMENTS FOR:**1. **NON- GOVERNMENT ORGANIZATIONS (NGOs) OR PRIVATELY-OWNED INSTITUTIONS (POS)**

\_\_\_ (1) Fund utilization report indicating the summary of expenses duly certified correct by its accountant and approved by its President/Chairman or its equivalent and verified by the accountant of the monitoring agency\_\_\_ (2) Pictures of implemented projects, as may be applicable\_\_\_ (3) Inspection report and certificate of project completion issued by the monitoring agency\_\_\_ (4) List of beneficiaries with their signatures signifying their acceptance/acknowledgment of the project/funds/goods/services received, as may be applicable1. **MULTI-YEAR PROGRAMS/PROJECTS**

\_\_\_ (1) Technical and Financial Clearance from year/s of previous implementation |

***CLEARED FROM ALL TECHNICAL AND FINANCIAL OBLIGATIONS AS SHOWN ABOVE:***

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| **COMPONENT** | **PREPARED AND CHECKED BY** **STAFF-IN-CHARGE** | **ATTESTED AND ENDORSED FOR CLEARANCE FROM OBLIGATIONS** | **DATE** |
| **TECHNICAL** |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Division Chief |  |
| **FINANCIAL** |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Division Chief |  |

**CERTIFICATE OF CLEARANCE**

**In compliance with the Administrative Order No. 11, Series of 2020 otherwise known as *the Revised Guidelines for the Grants-in-Aid Program of the Department of Science and Technology, Item VII. Project Proposal Requirement and its Supporting Documents*, as may be determined as applicable, the Department of Science and Technology (DOST)/Council certifies that Dr./Mr./Ms.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of Project Leader) has been cleared of his accountabilities and responsibilities in the successful implementation of his/her program/project entitled \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

**Given this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

**Approved by:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Undersecretary for Research and Development (*for DOST-GIA projects*) /

Executive Director or his/her Authorized Representative (*for Council-GIA projects*)