

# Republic of the Philippines Department of Environment and Natural Resources PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES REGION IV – MIMAROPA

Resources
ALRESOURCES

PAIS NO. 2022

July 21, 2022

#### **MEMORANDUM**

FOR

The Regional Executive Director

DENR-MIMAROPA Region Roxas Blvd., Ermita, Manila

**FROM** 

The OIC, PENR Officer

**SUBJECT** 

REQUEST FOR TRAVEL AUTHORITY

Respectfully forwarding herewith is the request for the issuance of Travel Authority of Land Management Inspector Crishella E. Coden on October 17-21, 2022 to South Korea together with her pertinent documents.

For information and consideration.

ERNESTO E. TAÑADA



## Republic of the Philippines Department of Environment and Natural Resources PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES REGION IV – MIMAROPA

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## **MEMORANDUM**

FOR

The OIC, PENR Officer

**DENR-PENRO Occidental Mindoro** 

THRU

The Chief, Management Services Division

**DENR-PENRO** Occidental Mindoro

**FROM** 

The CENR Officer

SUBJECT

REQUEST FOR TRAVEL AUTHORITY OF LAND

MANAGEMENT INSPECTOR (LMI) CRISHELLA E.

**CODEN** 

Respectfully forwarded is the request for travel authority of LMI Crishella A. Coden to South Korea this coming October 17-21, 2022.

Relative hereto, this Office interposes no objection on the said request. Further, absence during that period will not hamper the delivery of basic services much more it will not affect the accomplishment of Regulations and Permitting Section (RPS). Hence, we strongly recommend its approval.

For information and consideration.

RELEASED BY:
RELEASED BY:
DATE TIME.

FOR. ANASTACIO A SANTOS, MPA

M40 83-1.1.





Republic of the Philippines

Department of Environment and Natural Resources

MIMAROPA Region

COMMUNITY ENVIRONMENT AND NATURAL RES

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE Sablayan, Occidental Mindoro

July 4, 2022

FOR

The CENR Officer

Sablayan Occ. Mindoro

**FROM** 

CRISHELLA E. CODEN

Land Management Inspector

**SUBJECT** 

REQUEST FOR TRAVEL AUTHORITY

The undersigned is scheduled to have a personal vacation/out of the country travel to South Korea this coming October 17-21, 2022 with my co-members of Daughters of Mary Immaculate International, a religious organization under Nuestra Señora Del Pilar Parish of Mamburao Occ. Mindoro. Relative hereto, may I request for the processing and issuance of Travel Authority which is mandatory requirement for a government employee who wish to travel abroad.

Attached is a copy of my application for Vacation Leave on aforementioned dates.

For his information, consideration and approval.

CRISHELLA E. CODEN



### Republic of the Philippines Department of Environment and Natural Resources MIMAROPA Region

## COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

Sablayan, Occidental Mindoro

## **APPLICATION FOR LEAVE**

1. OFFICE/DEPARTMENT 2. NAME:	(Last)	(First)	(Middle)
CENRO SABLAYAN	CODEN	CRISHELLA	ESGUERRA
3. DATE OF FILING JULY 4, 2022 4. POSITION	LAND MANAGE	MENT INSPECTOR 5. SALARY	
6. DET	AILS OF APPLICATION		
6.A TYPE OF LEAVE TO BE AVAILED OF:		6.B DETAILS OF LEAVE	
Mandatory Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implement Mandatory Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implementing E Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E Maternity Leave (RANO. 11210/IRR Issued by CSC, DOLE an Paternity Leave (RA No. 8187 / CSC MC No. 71 s 1998 as am Special Privilege Leave (Sec 21, Rule No. XVI, Omnibus Rules Solo Parent Leave (RA No. 8972 / CSC MC No. 8 s 2004)  Study Leave (Sec 68, Rule XVI, Omnibus Rules Implementing I 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, s 2005)  Rehabilitation Leave (Sec 55, Rule XVI, Omnibus Implement Special Leave Benefits for Women (RA No. 9710 / CSC MC Special Emergency (Calamity) Leave (CSC MC No. 2, s 2015)  AdopTion Leave (RA No. 8552)	s Implementing E.O. No. 292) E.O. No. 292) ad SSS) mended) es Implementing E.O. No. 292) E.O. No. 292) ting E.O. No. 292) C No. 25, s 2010)	In case of Vacation/Special Privile  Within the Philippines  X Abroad (Specify)  In case of Sick Leave:  In Hospital (Specify Illness)  Out Patient (Specify Illness)  In case of Special Leave Benefits (Specify Illness)  In case of Study Leave:  Completion of Master's Degree BAR/Board Examination Rev	for Women:
Others:		Monetization of Leave Credi	ts
6.C NUMBER OF WORKING DAYS APPLIED FOR FIVE (5) DAYS  INCLUSIVE DATES  OCTBER 17-21, 2022		6.D COMMUTATION  Not Requested  Requested  CRISHELLA E	
7. DE	TAILS OF ACTION ON API	Signature of Signature of	Applicant
7.A CERTIFICATION OF LEAVE CREDITS  As of  Vacation Leave Credity  Total Earned  Less this application  Balance  REYTALDO & DAÑO  Admin Officer/Chief, Planning & Sup  7.C APPROVED FOR:  days with pay days without pay others (Specify)	eave Sick Leave	7.B RECOMMENDATION  For Approval  For disapproval due to  ROLANDO L. MAT.  Immediate Sup  7.D DISAPPROVED DUE TO:	
	CENR Officer	-,	



### Republic of the Philippines Department of Environment and Natural Resources MIMAROPA Region

## COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

Sablayan, Occidental Mindoro

## **APPLICATION FOR LEAVE**

Τ.	OFFICE/DEPARTIMENT	۷.	NAIVIE:	(Las	τ)		(FIRST)		(iviidale)
	CENRO SABLAYAN			COD	EN	CR	ISHELLA		ESGUERRA
3.	DATE OF FILING JULY 4, 2	022 4.	POSITION	LAND MA	ANAGEME	NT INSPECTOR	5. SALARY		
			6. DETAILS	OF APPLICATION	N				
6.A	TYPE OF LEAVE TO BE AVAILED	OF:			6.	B DETAILS OF L	.EAVE		
	X Vacation Leave (Sec. 51, Rule XVI, Mandatory Forced Leave (Sec. 25 Sick Leave (Sec. 43, Rule XVI, Omnil Maternity Leave (RANO. 11210/IR Paternity Leave (RA NO. 8187 / CS Special Privilege Leave (Sec 21, R Solo Parent Leave (RA NO. 8972 / Study Leave (Sec 68, Rule XVI, Omnil 10-Day VAWC Leave (RA NO. 926 Rehabilitation Leave (Sec 55, Rule Special Leave Benefits for Womil Special Emergency (Calamity) Leave (RA No. 8552) Others:	, Rule XVI, On nus Rules Imp R Issued by C C MC No. 71 s ale No. XVI, O CSC MC No. 8 ibus Rules Im 2 / CSC MC No. XVI, Omnibu	nnibus Rules Impolementing E.O. N SC, DOLE and SSS 1998 as amende mnibus Rules Imports 2004) plementing E.O. No. 15, s 2005) s Implementing E	dementing E.O. No. 292 o. 292} d) d) elementing E.O. No. 292 do. 292) o. No. 292) 25, s 2010)		Within the  X Abroad (Sp. In case of Sick In Hospital Out Patien In case of Spec (Specify Illness In case of Stud Completio BAR/Board	Leave: I (Specify Illness) It	of the second of	con Fd
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6.C	INCLUSIVE DATES	APPLIED FO E (5) DAY	rs		6.	Not Reque	sted	advantas como de composições	
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7.A	As of  Total Earned  Less this application  Balance  Ri  Admin Office	YMALDO A	Vacation Leave	Sick Leave	7.			****	
7.C	APPROVED FOR:				7.1	D DISAPPROVED			
,,,,	days with pay days without pay others (Specify)		FOR. A	ANASTACIO A. S CENR Office	ANTOS,	MPA			
				V					

CSC Form No. 6 Revised 2020								
		APPLICA	TION	FOR LEAVE				
1. OFFICE/DEPART	ENT 2.	NAME	(Last)	(First)		(Middle)		
CENRO SAB	LAYAN		CODEN	CRISHELL	A ES	SGUERRA		
3. DATE OF FILING_	July 11,2022 4.	POSITION	Land	d Management Inspector	5. SALARY	P 16,325.00		
		6. DETA	ILS OF A	APPLICATION				
E	TO BE AVAILED OF 51, Rule XV, Omnibus Rules In pave (Sec. 25, Rule XVI, Omnib	mplementing E.O. No. 292)		B DETAILS OF LEAVE In case of Vacation/Special Privile Within the Philippines	ege Leave:			
Maternity Leave (R.A. Paternity Leave (RA.	Rule XVI, Omnibus Rules Imple . No. 11210/IRR issued by CSO No. 8187/CSC MC No. 71, S 19 IVE (Sec. 21, Rule XVI, Omnibu	C, DOLE and SSS) 998, as amended)	D. No.292)	Abroad (Specify) In case of Sick Leave: In Hospital (Specify Illness) Out Patient (Specify Illness)	Seoul Korea			
Study Leave (Sec. 68	Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implemmenting E.O. No. 292)  Solo Parent Leave (RA No. 8972/CSC MC no. 8, S. 2004)  Study Leave (Sec. 68, Rule XVI, Omnibus Rules Immplemmenting E.O. No. 292)  10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, S. 2005)							
Special Leave Benefi	ge (Sec. 55, Rule XVI, Omnibu its for Women (RA No. 9710 / Calamity) Leave (CSC MC no. No. 8552)	CSC MC No. 25, S. 2010)	No. 292)	Other Purpose:				
6.C NUMBER OF WO 5 INCLUSIVE DATE October	DAY / S	HED FOR	6.	E COMMUTATION  Not Requested  Requested	Jun	>		
				CRIS	(Signature of Applica			
		7. DETAILS OF	ACTION	ON APPLICATION				
7.A CERTIFICATION as of	OF LEAVE CREDIT	S	7.	B RECOMMENDATION  For Approval				
			_	For diaspproval due to				
Total Earned	Vacation Leave	Sick Leave	-					
Less this application		-	$\dashv$			THE STATE OF THE S		
Balance			]					
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Chief Adr	ministrative Officer IV	V(HRMO II)	energy (parameter	OIC, Regiona	al Executive Director	r		
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	specify)							
		HIDO V	MACIE	A DRA CESO III				
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	ASEC for Human Resources, Strategic Communication & Sectoral Initiatives							

CSC Form No. 6							
Revised 2020							
APPLICATION FOR LEAVE							
1. OFFICE/DEPARTENT	2. NAME	(Last)	(First)	(1	Middle)		
CENRO SABLAYAN		CODEN	CRISHELL	A ESC	GUERRA		
2 DATE OF FILING July 44 2022	4 DOCUTION	Lam	d Managament Inconcetor	E CALADY	B 46 225 00		
3. DATE OF FILING July 11,2022	_4. POSITION	Land	d Management Inspector	5. SALARY	P 10,323.00		
	6 DETA	All S OF A	APPLICATION				
6. A TYPE OF LEAVE TO BE AVAILED			B DETAILS OF LEAVE				
x Vacation Leave (Sec. 51, Rule XV, Omnibus	Rules Implementing E.O. No. 292	2)	In case of Vacation/Special Privil	lege Leave:			
Mandatory/Forced Leave (Sec. 25, Rule XV			Within the Philippines				
Sick Leave (Sec. 43, Rule XVI, Omnibus Rul	les Implemmenting E.O. No. 292)	-	Abroad (Specify)	Seoul Korea			
Maternity Leave (R.A. No. 11210/IRR issued	d by CSC, DOLE and SSS)		In case of Sick Leave:				
Paternity Leave (RA No. 8187/CSC MC No.	Paternity Leave (RA No. 8187/CSC MC No. 71, S 1998, as amended)						
	Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implemmenting E.O. No.292)						
Solo Parent Leave (RA No. 8972/CSC MC n							
Study Leave (Sec. 68, Rule XVI, Omnibus R		(2)	In case of Study Leave:				
10-Day VAWC Leave (RA No. 9262 / CSC N							
Rehabilitation Privilege (Sec. 55, Rule XVI, Special Leave Benefits for Women (RA No			Office Division				
Special Emergency (Calamity) Leave (CSC			Other Purpose:				
Adoption Leave (RA No. 8552)	wo no. 2, 3. 2012, as amended)						
Others							
Addition that were the desired and the content of t	and the state of t						
S.C NUMBER OF WORKING DAYS	APPLIED FOR	6	C COMMUTATION				
5 DAY	/S		Not Requested				
INCLUSIVE DATES			Requested	$\bigcirc$ 2			
October 17 to 21, 2022		1		- Jun			
	Destronomentalista		CRIS	SHELLA ESGUERRA			
				(Signature of Applican	t)		
	7 DETAIL 0.0	FAOTION	LON APPLICATION				
			N ON APPLICATION				
7. A CERTIFICATION OF LEAVE CR	EDITS	7.	B RECOMMENDATION				
as of			For Approval				
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Vacation Leave	e Sick Leave		-				
Total Earned							
Less this application		-					
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Chief Administrative Off	icer IV(HRMO II)		OIC, Regiona	al Executive Director			
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7.c APPROVED FOR:		7.	C DISAPPROVED DUE TO:				
5 days with pay							
days without pay				,			
others (specify)							
	HIRO V.	. MASUDA	A, DBA, CESO III				
			esources, Strategic	_			
			Sectoral Initiatives				

### TRAVEL & TOURS VIA MYTRAVELBUDZ



Booking ID: FMNPH30T959DX0

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Booking Date: Jun 07, 2022

\*Please refer to airline website for additional COVID-19 precautionary measures for passengers.

Flight		Departing	Arriving	
200	Cebu Pacific 5J-188	MNL Manila	ICN Seoul	Non Stop
		Manila, Terminal-Terminal 3	Incheon Intl Arpt, Terminal-ICN	4h 10m
		Mon 17 Oct 2022, 13:00	Airport Mon 17 Oct 2022, 18:10	

+ ∓	eturn (Carlos			Next Retaindable
Flight	1	Departing	Arriving	
Shop-	Cebu Pacific	ICN Seoul	MNL Manila	Non Stop
-	5)-189	Incheon Intl Arpt, Terminal-ICN	Manila, Terminal-MNL Airport	4h Om
		Airport Fri 21 Oct 2022, 19:45	Fri 21 Oct 2022, 22:45	

#	Passenger(s) Details	Passport Details	PNR	ET No	ETION	Insurance No.	Status
ŧ	MS NORA ALFARO Adult (Nov 18, 1963)	P4112028.jan 62, 2630,Philippines	XK682N		XK682N		Confirmed
2	MS MA ANGELIKA MERCENE Adult (Nov 24, 1998)	P9502997A,Nov 11, 2028,Philippines	XK682N		XK682N		Confirmed
3	MS DAISYLEN AMOYAN Adult (Aug 08, 1960)	P9503095A,Nov 11, 2028,Philippines	XK682N		XK682N	×	Confirmed
4	MS Gloria Mercene Adult (Nov.18, 1963)	P9503049A,Nov 11, 2028,Philippines	XK682N		XK682N		Confirmed
5	MR ALEXANDER CODEN Adult (Jan 24, 1969)	P479005A,Oct 21, 2030,Philippines	XK682N		XK682N		Confirmed
6	MS CRISHELLA CODEN Adult (Mar 10, 1975)	EC4677357 Jul 16, 2030 Philippines	XK682N		XK682N		Confirmed

Flight: SJ-188	Meals	Seat	Purchased Baggage
M5 NORA ALFARO			20.0 kg
MS MA ANGELIKA MERCENE			20.0 kg
MS DAISYLEN AMOYAN			20.0 kg
MS Gloria Mercene			20.0 kg
MR ALEXANDER CODEN			20.0 kg
MS CRISHELLA CODEN			20.0 kg
Flight Sy 189	Meals	Seat	Purchased Baggage



Booking ID: FMNPH30T959DX0

Booking Date: Jun 07, 2022

🌌 mytraveltuviaisgmail.com

\*Please refer to airline website for additional COVID-19 precautionary measures for passengers.

