



Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
PROVINCE OF PALAWAN

Bgy. Sta. Monica, Puerto Princesa City, Palawan

EMAIL : penropalawan@denr.gov.ph

TelFax No. (048) 433-5638/ 434-8791

RECEIVED

27 JUN 2022

☐ INCOMING
NO.

☐ OUTGOING
DATE NO.

June 20, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR Region IV-MIMAROPA

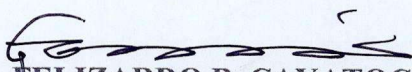
FROM : The Provincial Environment and
Natural Resources Officer

SUBJECT : **REQUEST FOR EXTENSION OF REHABILITATION
LEAVE OF FORESTER II DENNIS ALDRIN O.
VELASCO**

Respectfully forwarded is the third letter request for extension of rehabilitation leave of Forester II Dennis Aldrin O. Velasco dated June 08, 2022 with the following attached documents, to wit:

1. Letter request for extension on rehabilitation leave
2. Memorandum of CENRO-Taytay dated June 14, 2022
3. Application for Rehabilitation Leave dated June 08, 2022
4. Medical certificate from Northern Palawan Provincial Hospital dated May 23, 2022

For information and consideration.


FELIZARDO B. CAYATOC

DENR REGION IV
PALAWAN RECORDS
RELEASED

BY:

DATE: JUN 22 2022 22-1537



Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
PROVINCE OF PALAWAN

Bgy. Sta. Monica, Puerto Princesa City, Palawan

EMAIL : penropalawan@denr.gov.ph

TelFax No. (048) 433-5638/ 434-8791

June 20, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR Region IV-MIMAROPA

FROM : The Provincial Environment and
Natural Resources Officer

SUBJECT : **REQUEST FOR EXTENSION OF REHABILITATION
LEAVE OF FORESTER II DENNIS ALDRIN O.
VELASCO**

Respectfully forwarded is the third letter request for extension of rehabilitation leave of Forester II Dennis Aldrin O. Velasco dated June 08, 2022 with the following attached documents, to wit:

1. Letter request for extension on rehabilitation leave
2. Memorandum of CENRO-Taytay dated June 14, 2022
3. Application for Rehabilitation Leave dated June 08, 2022
4. Medical certificate from Northern Palawan Provincial Hospital dated May 23, 2022

For information and consideration.

FELIZARDO B. CAYATOC

DENR PENRO
PALAWAN RECORDS
RELEASED

BY:

JUN 22 2022 22-1537



Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
PROVINCE OF PALAWAN

Bgy. Sta. Monica, Puerto Princesa City, Palawan

EMAIL : penropalawan@denr.gov.ph

TelFax No. (048) 433-5638/ 434-8791

June 20, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR Region IV-MIMAROPA

FROM : The Provincial Environment and
Natural Resources Officer

SUBJECT : **REQUEST FOR EXTENSION OF REHABILITATION
LEAVE OF FORESTER II DENNIS ALDRIN O.
VELASCO**

Respectfully forwarded is the third letter request for extension of rehabilitation leave of Forester II Dennis Aldrin O. Velasco dated June 08, 2022 with the following attached documents, to wit:

1. Letter request for extension on rehabilitation leave
2. Memorandum of CENRO-Taytay dated June 14, 2022
3. Application for Rehabilitation Leave dated June 08, 2022
4. Medical certificate from Northern Palawan Provincial Hospital dated May 23, 2022

For information and consideration.

FELIZARDO B. CAYATOC

DENR PENRO
PALAWAN RECORDS
RELEASED

BY:


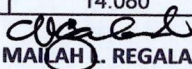
DATE:

JUN 22 2022

22-1537



APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT DENR-CENRO Taytay Palawan	2. NAME : (Last) (First) (Middle) VELASCO DENNIS ALDRIN O.													
3. DATE OF FILING June 08, 2022	4. POSITION FORESTER II	5. SALARY 35,475												
6. DETAILS OF APPLICATION														
<div style="display: flex;"><div style="flex: 1; padding: 5px;">6.A TYPE OF LEAVE TO BE AVAILED OF <input type="checkbox"/> Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Implementing E.O. No. 292) <input type="checkbox"/> Mandatory/Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292) <input type="checkbox"/> Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292) <input type="checkbox"/> Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS) <input type="checkbox"/> Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended) <input type="checkbox"/> Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292) <input type="checkbox"/> Solo Parent Leave (RA No. 8972 / CSC MC No. 8, s. 2004) <input type="checkbox"/> Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292) <input type="checkbox"/> 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, s. 2005) <input checked="" type="checkbox"/> Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292) <input type="checkbox"/> Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010) <input type="checkbox"/> Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended) <input type="checkbox"/> Adoption Leave (R.A. No. 8552) Others: _____</div><div style="flex: 1; padding: 5px;">6.B DETAILS OF LEAVE <i>In case of Vacation/Special Privilege Leave:</i> <input type="checkbox"/> Within the Philippines _____ <input type="checkbox"/> Abroad (Specify) _____ <i>In case of Sick Leave:</i> <input type="checkbox"/> In Hospital (Specify Illness) _____ <input type="checkbox"/> Out Patient (Specify Illness) _____ <i>In case of Special Leave Benefits for Women:</i> (Specify Illness) _____ <i>In case of Study Leave:</i> <input type="checkbox"/> Completion of Master's Degree <input type="checkbox"/> BAR/Board Examination Review <i>Other purpose:</i> <input type="checkbox"/> Monetization of Leave Credits <input type="checkbox"/> Terminal Leave</div></div>														
<div style="display: flex;"><div style="flex: 1; padding: 5px;">6.C NUMBER OF WORKING DAYS APPLIED FOR 71 calendar days INCLUSIVE DATES June 13, 2022 to Aug. 22, 2022</div><div style="flex: 1; padding: 5px;">6.D COMMUTATION <input type="checkbox"/> Not Requested <input type="checkbox"/> Requested <div style="text-align: center;"> DENNIS ALDRIN O. VELASCO (Signature of Applicant)</div></div></div>														
7. DETAILS OF ACTION ON APPLICATION														
<div style="display: flex;"><div style="flex: 1; padding: 5px;">7.A CERTIFICATION OF LEAVE CREDITS As of April 30, 2022 <table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th></th><th>Vacation Leave</th><th>Sick Leave</th></tr></thead><tbody><tr><td>Total Earned</td><td>14.080</td><td>18.250</td></tr><tr><td>Less this application</td><td></td><td></td></tr><tr><td>Balance</td><td>14.080</td><td>18.250</td></tr></tbody></table><div style="text-align: center;"> MAILAH L. REGALADO Administrative Officer IV(HRMO II)</div></div><div style="flex: 1; padding: 5px;">7.B RECOMMENDATION <input type="checkbox"/> For approval <input type="checkbox"/> For disapproval due to _____ <div style="text-align: center;">DONNA MAYOR-GORDOVE, CESO IV Assistant Regional Director for Management Services</div></div></div>				Vacation Leave	Sick Leave	Total Earned	14.080	18.250	Less this application			Balance	14.080	18.250
	Vacation Leave	Sick Leave												
Total Earned	14.080	18.250												
Less this application														
Balance	14.080	18.250												
<div style="display: flex;"><div style="flex: 1; padding: 5px;">7.C APPROVED FOR: 71 days with pay Rehab. Priv. _____ days without pay _____ others (Specify)</div><div style="flex: 1; padding: 5px;">7.D DISAPPROVED DUE TO: _____ _____ _____</div></div> <div style="text-align: center; margin-top: 20px;">LORMELYN E. CLAUDIO, CESO III Regional Executive Director</div>														



APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT **DENR-CENRO Taytay Palawan** 2. NAME : (Last) **VELASCO** (First) **DENNIS ALDRIN** (Middle) **O.**

3. DATE OF FILING **June 08, 2022** 4. POSITION **FORESTER II** 5. SALARY **35,475**

6. DETAILS OF APPLICATION

6.A TYPE OF LEAVE TO BE AVAILED OF

- ☐ Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ Mandatory/Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS)
☐ Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended)
☐ Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ Solo Parent Leave (RA No. 8972 / CSC MC No. 8, s. 2004)
☐ Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, s. 2005)
☒ Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010)
☐ Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended)
☐ Adoption Leave (R.A. No. 8552)

Others:

6.B DETAILS OF LEAVE

In case of Vacation/Special Privilege Leave:

- ☐ Within the Philippines _____
☐ Abroad (Specify) _____

In case of Sick Leave:

- ☐ In Hospital (Specify Illness) _____
☐ Out Patient (Specify Illness) _____

In case of Special Leave Benefits for Women:
(Specify Illness) _____

In case of Study Leave:

- ☐ Completion of Master's Degree
☐ BAR/Board Examination Review

Other purpose:

- ☐ Monetization of Leave Credits
☐ Terminal Leave

6.C NUMBER OF WORKING DAYS APPLIED FOR

71 calendar days

INCLUSIVE DATES

June 13, 2022 to Aug. 22, 2022

6.D COMMUTATION

- ☐ Not Requested
☐ Requested

DENNIS ALDRIN O. VELASCO

(Signature of Applicant)

7. DETAILS OF ACTION ON APPLICATION

7.A CERTIFICATION OF LEAVE CREDITS

As of **April 30, 2022**

	Vacation Leave	Sick Leave
Total Earned	14.080	18.250
Less this application		
Balance	14.080	18.250

MARAN L. REGALADO

Administrative Officer IV(HRMO II)

7.B RECOMMENDATION

- ☐ For approval
☐ For disapproval due to _____

DONNA MAYOR-GORDOVE, CESO IV

Assistant Regional Director for Management Services

7.C APPROVED FOR:

71 days with pay Rehab. Priv.
_____ days without pay
_____ others (Specify)

7.D DISAPPROVED DUE TO:

LORMELYN E. CLAUDIO, CESO III

Regional Executive Director



APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT **DENR-CENRO Taytay Palawan** 2. NAME : (Last) **VELASCO** (First) **DENNIS ALDRIN** (Middle) **O.**

3. DATE OF FILING **June 08, 2022** 4. POSITION **FORESTER II** 5. SALARY **35,475**

6. DETAILS OF APPLICATION

6.A TYPE OF LEAVE TO BE AVAILED OF

- ☐ Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ Mandatory/Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS)
☐ Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended)
☐ Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ Solo Parent Leave (RA No. 8972 / CSC MC No. 8, s. 2004)
☐ Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, s. 2005)
☒ Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
☐ Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010)
☐ Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended)
☐ Adoption Leave (R.A. No. 8552)

Others:

6.B DETAILS OF LEAVE

In case of Vacation/Special Privilege Leave:

- ☐ Within the Philippines _____
☐ Abroad (Specify) _____

In case of Sick Leave:

- ☐ In Hospital (Specify Illness) _____
☐ Out Patient (Specify Illness) _____

In case of Special Leave Benefits for Women:
(Specify Illness) _____

In case of Study Leave:

- ☐ Completion of Master's Degree
☐ BAR/Board Examination Review

Other purpose:

- ☐ Monetization of Leave Credits
☐ Terminal Leave

6.C NUMBER OF WORKING DAYS APPLIED FOR

71 calendar days

INCLUSIVE DATES

June 13, 2022 to Aug. 22, 2022

6.D COMMUTATION

- ☐ Not Requested
☐ Requested

DENNIS ALDRIN O. VELASCO

(Signature of Applicant)

7. DETAILS OF ACTION ON APPLICATION

7.A CERTIFICATION OF LEAVE CREDITS

As of **April 30, 2022**

	Vacation Leave	Sick Leave
Total Earned	14.080	18.250
Less this application		
Balance	14.080	18.250

MAILAN L. REGALADO

Administrative Officer IV (HRMO II)

7.B RECOMMENDATION

- ☐ For approval
☐ For disapproval due to _____

DONNA MAYOR-GORDOVE, CESO IV

Assistant Regional Director for Management Services

7.C APPROVED FOR:

71 days with pay Rehab. Priv.
_____ days without pay
_____ others (Specify)

7.D DISAPPROVED DUE TO:

LORMELYN E. CLAUDIO, CESO III

Regional Executive Director



Republic of the Philippines
Province of Palawan
Northern Palawan Provincial Hospital
Sitio Nalbot, Poblacion, Taytay, Palawan
Email: palawannorthern@gmail.com
Trunkline: 0916-885-5025
0999-880-8163



Health Record No.: **00026547**

Transaction Code: N00160522252501

**OUTPATIENT DEPARTMENT
MEDICAL CERTIFICATE**


Date: 05/23/2022

TO WHOM IT MAY CONCERN:

This is to certify that **VELASCO, DENNIS ALDRIN OBAY**, (40 Years old 3 Months and 16 Days, Male) was examined and treated in this hospital on **May 23, 2022** with the following findings and/or diagnosis **S/P ON SCREW FIXATION KNEE LEFT**.

This certification is being issued at the request of (ABOVE NAMED PATIENT) for Legal purpose.

and would need medical attention for 75 dys barring complication.


RUIZ, RYAN B.
License No.: 0111660
Attending Physician



Transaction Type : Paid (OR No.: 57750)
Amount : 100.00
Date/Time Generated : 05/23/2022 01:30 PM
Generated by : ROMEO

PALMIRA System Generated
Not valid without official seal and signature



Republic of the Philippines
Province of Palawan
Northern Palawan Provincial Hospital
Sitio Nalbot, Poblacion, Taytay, Palawan
Email: palawannorthern@gmail.com
Trunkline: 0916-885-5025
0999-880-8163



Health Record No.: **00026547**
Transaction Code: N00160522252501

**OUTPATIENT DEPARTMENT
MEDICAL CERTIFICATE**


Date: 05/23/2022

TO WHOM IT MAY CONCERN:

This is to certify that **VELASCO, DENNIS ALDRIN OBAY**, (40 Years old 3 Months and 16 Days, Male) was examined and treated in this hospital on **May 23, 2022** with the following findings and/or diagnosis **S/P ON SCREW FIXATION KNEE LEFT.**

This certification is being issued at the request of (ABOVE NAMED PATIENT) for Legal purpose.

and would need medical attention for 75 dys barring complication.


RUIZ, RYAN B.
License No.: 0111660
Attending Physician



Transaction Type : Paid (OR No.: 57750)
Amount : 100.00
Date/Time Generated : 05/23/2022 01:30 PM
Generated by : ROMEO



Republic of the Philippines
Department of Environment and Natural Resources
Region IV- MIMAROPA

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

by the National Highway, Poblacion, Taytay, Palawan 5312

Contact No.: 09265059335 (Globe) / 09121713889 (Smart)

Email address: cenrotaytay@denr.gov.ph

DENR CENRO
PALAWAN RECORDS
RECEIVED

June 14, 2022

BY: *[Signature]*
DATE: Jun 14 2022 22-5317

MEMORANDUM

FOR : The Provincial Environment and Natural Resources Officer –
Palawan
Office @ Sta. Monica, Puerto Princesa City

FROM : The Community Environment and Natural Resources Officer
Taytay-El Nido, Palawan

SUBJECT : **APPLICATION FOR REHABILITATION LEAVE
EXTENSION OF FORESTER DENNIS ALDRIN O.
VELASCO**

Notice is hereby given that Forester II Dennis O. Velasco has filed an application for rehabilitation leave extension with a covering memorandum dated June 8, 2022. The application was received on June 13, 2022, and covers seventy-five (75) days beginning June 13, 2022, up to August 26, 2022.

Consistent with the provisions on page 29 of the 2019 revised edition of the Employee Handbook, the application with the support of a Medical Certificate is hereby recommended to be approved pursuant to page 26 of Department Administrative Order 2014-03 dated March 26, 2014 (Manual of Authorities on Human Resources Development and Administrative Matters). This Office recommends the approval of the request extension for Rehabilitation Privilege until August 22, 2022 only, thereby completing the six (6) months leave from February 22, 2022.

Separate letter (copy attached) was sent to the applicant via his email address with advice to submit soon for records purposes the result of the x-ray examination on June 23, 2022.

DENR CENRO
TAYTAY, PALAWAN
RELEASED

BY: *[Signature]*
DATE: JUN 15 2022 *[Signature]*

[Signature]
ALAN VALLE



Republic of the Philippines
Department of Environment and Natural Resources
Region IV- MIMAROPA

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

by the National Highway, Poblacion, Taytay, Palawan 5312

Contact No.: 09265059335 (Globe) / 09121713889 (Smart)

Email address: cenrotaytay@denr.gov.ph

DENR CENRO
PALAWAN RECORDS
RECEIVED

June 14, 2022

BY: *[Signature]*
DATE: *Jun 17 2022* 22:537

MEMORANDUM

FOR : The Provincial Environment and Natural Resources Officer –
Palawan
Office @ Sta. Monica, Puerto Princesa City

FROM : The Community Environment and Natural Resources Officer
Taytay-El Nido, Palawan

SUBJECT : **APPLICATION FOR REHABILITATION LEAVE
EXTENSION OF FORESTER DENNIS ALDRIN O.
VELASCO**

Notice is hereby given that Forester II Dennis O. Velasco has filed an application for rehabilitation leave extension with a covering memorandum dated June 8, 2022. The application was received on June 13, 2022, and covers seventy-five (75) days beginning June 13, 2022, up to August 26, 2022.

Consistent with the provisions on page 29 of the 2019 revised edition of the Employee Handbook, the application with the support of a Medical Certificate is hereby recommended to be approved pursuant to page 26 of Department Administrative Order 2014-03 dated March 26, 2014 (Manual of Authorities on Human Resources Development and Administrative Matters). This Office recommends the approval of the request extension for Rehabilitation Privilege until August 22, 2022 only, thereby completing the six (6) months leave from February 22, 2022.

Separate letter (copy attached) was sent to the applicant via his email address with advice to submit soon for records purposes the result of the x-ray examination on June 23, 2022.

DENR CENRO
TAYTAY, PALAWAN
RELEASED

BY: *[Signature]*
DATE: JUN 15 2022 *CA* 1745

[Signature]
ALAN L. VALLE



Republic of the Philippines
Department of Environment and Natural Resources
Region IV- MIMAROPA
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
5312 Taytay, Palawan
by the National Highway, Poblacion, Taytay, Palawan
email ad: cenrotaytaypal@yahoo.com.ph
Contact Nos.: 0912-171-3889 (Talk and Text) 0926-505-9335 (TM)

June 14, 2022

DENNIS ALDRIN O. VELASCO, R.P.F.
Forester II, Department of Environment and Natural Resources

DENR CENRO
TAYTAY, PALAWAN
RELEASED
BY:
DATE: JUN 15 2022 CH 1761

Sir,

Greetings!


We acknowledge the receipt on June 13, 2022, of your memorandum dated June 8, 2022, along with the Application for Leave extending up to August 26, 2022, or equivalent to seventy-five (75) days and thereby completing the six (6) months allowed by the law.

Pursuant to page 29 of the 2019 revised edition of the Employee Handbook and your application supported by Medical Certificate, your application is considered recommended for but subject to the approval of the final authority pursuant to page 25 of 50 of Department Administrative Order 2014-03 dated March 26, 2014 (Manual of Authorities on Human Resources Development and Administrative Matters). Please be advised that your request for extension of rehabilitation privilege is considerable until August 22, 2022, only for a total of six (6) months from February 22, 2022, and to submit soon an authenticated copy of the result of the x-ray examination to be made on June 23, 2022.

Meantime, the Enforcement and Monitoring Section of the Office shall continue to be under the watch of Forester I Michael L. Marasigan.

Get well soon!

Very truly yours,


ALAN L. VALLE
Community Environment and Natural Resources Officer

Copy furnished:
PENRO-Palawan



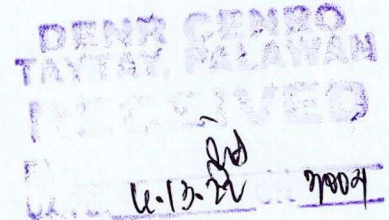
June 8, 2022

MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer
Taytay, Palawan

FROM : Forester II

SUBJECT : **REQUEST FOR EXTENSION ON REHABILITATION LEAVE**



Please be informed that my rehabilitation leave will end this June 12, 2022. In view of the above and upon recommendation of my attending physician, the undersigned would like to request for extension of my rehabilitation leave covering seventy five (75) days starting June 13, 2022 up to August 26, 2022 this shall also be the final extension of my rehabilitation leave which covers a total of 180 days. I am currently undergoing physical therapy and is scheduled for an x-ray on June 23, 2022.

Attached is my application for leave and medical certificate.

For information, record and further instruction.

DENNIS ALDRIN O. VELASCO, R.P.F.



Republic of the Philippines
Department of Environment and Natural Resources
Region IV- MIMAROPA
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
5312 Taytay, Palawan

June 8, 2022

MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer
Taytay, Palawan

FROM : Forester II

SUBJECT : **REQUEST FOR EXTENSION ON REHABILITATION LEAVE**



Please be informed that my rehabilitation leave will end this June 12, 2022. In view of the above and upon recommendation of my attending physician, the undersigned would like to request for extension of my rehabilitation leave covering seventy five (75) days starting June 13, 2022 up to August 26, 2022 this shall also be the final extension of my rehabilitation leave which covers a total of 180 days. I am currently undergoing physical therapy and is scheduled for an x-ray on June 23, 2022.

Attached is my application for leave and medical certificate.

For information, record and further instruction.

DENNIS ALDRIN O. VELASCO, R.P.F.

