MEMORANDUM

FOR

The Regional Executive Director

DENR MIMAROPA Region 1515 L & S Bldg., Roxas Blvd.,

Ermita, Manila

THRU

The Assistant Regional Director

for Management Services

FROM

The PENR Officer

SUBJECT:

SUBMISSION OF APPLICATION FOR MATERNITY LEAVE

AND OFFICE CLEARANCE OF FOREST RANGER (FR) ILOISA AMOR M. MORENO FROM APRIL 18, 2022 TO JULY 31, 2022 OR

XÍMO C. LANDRITO

A PERIOD OF 105 DAYS

Respectfully forwarding is the application for Maternity Leave and Office Clearance of Forest Ranger Iloisa Amor M. Moreno, effective April 18, 2022 to July 31, 2022.

For information and approval.

10 TEN 2022

April 25, 2022

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For information and approval.

MAXIMO C. LANDRITO

Civil Service Form No. 6 Revised 2020



Republic of the Philippines

Department of Environment and Natural Resources DATE:

Provincial Environment and Natural Resources Office



OFFICE/DEPARTMENT	2. NAME:	(Last)	(First)	(Middle)			
DENR-PENRO		MORENO	ILOISA AMOR	MINGOA			
3. DATE OF FILING	-	4. POSITION	Forest Ranger	5. SALARY			
	6. DETAILS OF APPLICATION						
6.A TYPE OF LEAVE TO BE AV	A TYPE OF LEAVE TO BE AVAILED OF 6.B DETAILS OF LEAVE						
	Rule XVI, Omnibus Rules Impleme	enting E.O. No. 202)	In case of Vacation/Special Pi	rivilege Leave			
and the same of th	(Sec. 25, Rule XVI, Omnibus Ru	,	Within the Philippines	TVIIGGO LOUVE.			
	XVI, Omnibus Rules Implementing		Abroad (Specify)				
	. 11210 / IRR issued by CSC, DOL		In case of Sick Leave:				
1 1 1	8187 / CSC MC No. 71, s. 1998, a		In Hospital (Specify Illness)				
Special Privilege Leave	(Sec. 21, Rule XVI, Omnibus Rule	es Implementing E.O. No. 292)	Out Patient (Specify Illness				
Solo Parent Leave (RA N	lo. 8972 / CSC MC No. 8, s. 2004)		In case of Special Leave Bene				
Study Leave (Sec. 68, Rule	e XVI, Omnibus Rules Implementir	ng E.O. No. 292)	(Specify Illness)				
10-Day VAWC Leave (RA	A No. 9262 / CSC MC No. 15, s. 20	005)	In case of Study Leave:				
Rehabilitation Privilege	(Sec. 55, Rule XVI, Omnibus Rule	es Implementing E.O. No. 292)	Completion of Master's De	gree			
Special Leave Benefits	for Women (RA No. 9710 / CS	C MC No. 25, s. 2010)	BAR/Board Examination Re	eview Other			
Special Emergency (Ca	lamity) Leave (CSC MC No. 2,	s. 2012, as amended)	purpose:				
Adoption Leave (R.A. No.	8552)		Monetization of Leave Cred	lits			
Others:			Terminal Leave				
6.C NUMBER OF WORKING DA			6.D COMMUTATION				
	(105) Days		Not Requested				
INCLUSIVE DATES			Requested	.010			
A	oril 18 - July 31, 20	122	ANNO	* (h) ten			
				ure) of Applicant)			
		DETAILS OF ACTION	ON APPLICATION				
7.A CERTIFICATION OF LEAVE			7.B RECOMMENDATION				
As of	swich 31, 20	17					
	Vacation Leave	Sick Leave	For approval				
Total Earned	41.343	37.375	For disapproval due to	•			
Less this application	-	`		· · · · /			
Balance	41-843 _	37.375 -					
	2:5		1	11111			
G	EMMA F. FALLAR	IA	MA	VIN R ROCERO			
	OIC, Chief Administrative Un	it	OIC, MSD PEN	RO Remolon and PASu MGGNP			
7.C APPROVED FOR:							
	vity Leave		7. D DISAPPROVED DUE TO:				
days without pay	my sm						
others (Specify)			/				
			. 8				
			Č. LANDRITO				
			PÉNRO				

Application for any type of leave shall be made on this Form and to be accomplished d. In the absence of the BPO/TPO/PPO or the certification, a police at least in duplicate with documentary requirements, as follows:

1. Vacation leave*

It shall be filed five (5) days in advance, whenever possible, of the effective date of such leave. Vacation leave within in the Philippines or abroad shall be indicated in the form for purposes of securing travel authority and completing clearance from money and work accountabilities.

2. Mandatory/Forced leave

Annual five-day vacation leave shall be forfeited if not taken during the year. In case the scheduled leave has been cancelled in the exigency of the service by the head of agency, it shall no longer be deducted from the accumulated vacation leave. Availment of one (1) day or more Vacation Leave (VL) shall be considered for complying the mandatory/forced leave subject to the conditions under Section 25, Rule XVI of the Omnibus Rules Implementing E.O. No. 292.

3. Sick leave*

- It shall be filed immediately upon employee's return from such leave.
- If filed in advance or exceeding five (5) days, application shall be accompanied by a medical certificate. In case medical consultation was not availed of, an affidavit should be executed by an applicant.

4. Maternity leave* - 105 days

- · Proof of pregnancy e.g. ultrasound, doctor's certificate on the expected date of delivery
- · Accomplished Notice of Allocation of Maternity Leave Credits (CS Form No. 6a), if needed
- · Seconded female employees shall enjoy maternity leave with full pay in the recipient agency.

5. Paternity leave - 7 days

Proof of child's delivery e.g. birth certificate, medical certificate and marriage contract

6. Special Privilege leave - 3 days

It shall be filed/approved for at least one (1) week prior to availment, except on emergency cases. Special privilege leave within the Philippines or abroad shall be indicated in the form for purposes of securing travel authority and completing clearance from money and work accountabilities.

7. Solo Parent leave - 7 days

It shall be filed in advance or whenever possible five (5) days before going on such leave with updated Solo Parent Identification Card.

8. Study leave* - up to 6 months

- · Shall meet the agency's internal requirements, if any;
- Contract between the agency head or authorized representative and the employee concerned

9. VAWC leave - 10 days

- It shall be filed in advance or immediately upon the woman employee's return from such leave.
- It shall be accompanied by any of the following supporting documents:
- a. Barangay Protection Order (BPO) obtained from the barangay;
- b. Temporary/Permanent Protection Order (TPO/PPO) obtained from the court;
- c. If the protection order is not yet issued by the barangay or the court, a certification 15. Adoption Leave issued by the Punong Barangay/Kagawad or

Prosecutor or the Clerk of Court that the application for the BPO, TPO or PPO has been filed with the said office shall be sufficient to support the application for the ten-

report specifying the details of the occurrence of violence on the victim and a medical certificate may be considered, at the discretion of the immediate supervisor of the woman employee concerned.

10. Rehabilitation leave* - up to 6 months

- Application shall be made within one (1) week from the time of the accident except when a longer period is warranted.
- · Letter request supported by relevant reports such as the police report,
- · Medical certificate on the nature of the injuries, the course of treatment involved, and the need to undergo rest, recuperation, and rehabilitation, as the case may be.
- · Written concurrence of a government physician should be obtained relative to the recommendation for rehabilitation if the attending physician is a private practitioner, particularly on the duration of the period of rehabilitation.

11. Special leave benefits for women* - up to 2 months

- The application may be filed in advance, that is, at least five (5) days prior to the scheduled date of the gynecological surgery that will be undergone by the employee. In case of emergency, the application for special leave shall be filed immediately upon employee's return but during confinement the agency shall be notified of said surgery.
- · The application shall be accompanied by a medical certificate filled out by the proper medical authorities, e.g. the attending surgeon accompanied by a clinical summary reflecting the gynecological disorder which shall be addressed or was addressed by the said surgery; the histopathological report; the operative technique used for the surgery; the duration of the surgery including the perioperative period (period of confinement around surgery); as well as the employees estimated period of recuperation for the same.

12. Special Emergency (Calamity) leave - up to 5 days

- · The special emergency leave can be applied for a maximum of five (5) straight working days or staggered basis within thirty (30) days from the actual occurrence of the natural calamity/disaster. Said privilege shall be enjoyed once a year, not in every instance of calamity or disaster
- The head of office shall take full responsibility for the grant of special emergency leave and verification of the employee's eligibility to be granted thereof. Said verification shall include: validation of place of residence based on latest available records of the affected employee; verification that the place of residence is covered in the declaration of calamity area by the proper government agency; and such other proofs as may be necessary.

13. Monetization of leave credits

Application for monetization of fifty percent (50%) or more of the accumulated leave credits shall be accompanied by letter request to the head of the agency stating the valid and justifiable reasons.

14. Terminal leave*

Proof of employee's resignation or retirement or separation from the service.

 Application for adoption leave shall be filed with an authenticated copy of the Pre-Adoptive Placement Authority issued by the Department of Social Welfare and Development (DSWD).

* For leave of absence for thirty (30) calendar days or more and terminal leave, application shall be accompanied by a clearance from money, property and work-related accountabilities (pursuant to CSC Memorandum Circular No. 2, s. 1985).

Republic of the Philippines

Department of Environment and Natural Resources

Provincial Environment and Natural Resources Office

Odiongan, Romblon

: Off 25 22 97

ANNEX A

1. OFFICE/DEPARTMEN	T 2. NAME:	(Last)	(First)	(Middle)			
DENR-PEN	RO	MORENO	ILOISA AMOR	MINGOA			
3. DATE OF FILING		4. POSITION	Forest Ranger	5. SALARY			
		6. DETAILS OF A	PPLICATION				
6.A TYPE OF LEAVE TO	BE AVAILED OF		6.B DETAILS OF LEAVE	1.00			
Vacation Leave	(Sec. 51, Rule XVI, Omnibus Rules Implement	ting E.O. No. 292)	In case of Vacation/Special Privile	ege Leave:			
Mandatory/Forc	ed Leave(Sec. 25, Rule XVI, Omnibus Rule	s Implementing E.O. No. 292)	Within the Philippines	with the state of			
Sick Leave (Sec.	43, Rule XVI, Omnibus Rules Implementing E	E.O. No. 292)	Abroad (Specify)				
Maternity Leave	(R.A. No. 11210 / IRR issued by CSC, DOLE	and SSS)	In case of Sick Leave:				
Paternity Leave	(R.A. No. 8187 / CSC MC No. 71, s. 1998, as	amended)	In Hospital (Specify Illness)				
Special Privilege	Leave (Sec. 21, Rule XVI, Omnibus Rules	Implementing E.O. No. 292)	Out Patient (Specify Illness)				
 	Ve (RA No. 8972 / CSC MC No. 8, s. 2004)		In case of Special Leave Benefits	for Women:			
- Inches	c. 68, Rule XVI, Omnibus Rules Implementing		(Specify Illness)				
	eave (RA No. 9262 / CSC MC No. 15, s. 200		In case of Study Leave:				
	rivilege (Sec. 55, Rule XVI, Omnibus Rules		Completion of Master's Degree				
	enefits for Women (RA No. 9710 / CSC		BAR/Board Examination Review	w Other			
	ncy (Calamity) Leave (CSC MC No. 2, s	. 2012, as amended)	purpose:	4,5			
Adoption Leave	(R.A. No. 8552)		Monetization of Leave Credits				
Others:			Terminal Leave				
6.C NUMBER OF WORK	ING DAYS APPLIED FOR		6.D COMMUTATION				
	(105) Days		Not Requested				
INCLUSIVE DAT			Requested	. 01			
3 (8 C)	April 18 - July 31, 202	22	And of	12 /20m			
			(Signature	of Applicant)			
	7. [ETAILS OF ACTION	ON APPLICATION				
7.A CERTIFICATION OF	LEAVE CREDITS		7.B RECOMMENDATION				
	As of North 31, 201	0					
	Vacation Leave	Sick Leave	For approval				
Total Earned							
Less this applica	41·343	37.37\$	For disapproval due to				
		-					
Balance	41.843 -	37·375 -					
	5		M / I	$I/M\Lambda$			
	GEMMA F FALLARIA	Α		R ROCERO			
	OIC, Chief Administrative Unit		OIC, MSD PENRO	Rombion and PASu MGGNP			
7.C APPROVED FOR:	. 0		7. D DISAPPROVED DUE TO:				
105 days with pay	Naturally Leave						
days without pay	J						
others (Specify)			1				
		///					
	-	MAXIMO	C. LANDRITO				
			PENRO				

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Annual five-day vacation leave shall be forfeited if not taken during the year. In case the scheduled leave has been cancelled in the exigency of the service by the head of agency, it shall no longer be deducted from the accumulated vacation leave. Availment of one (1) day or more Vacation Leave (VL) shall be considered for complying the mandatory/forced leave subject to the conditions under Section 25, Rule XVI of the Omnibus Rules Implementing E.O. No. 292.

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4. Maternity leave* - 105 days

- Proof of pregnancy e.g. ultrasound, doctor's certificate on the expected date of delivery
- · Accomplished Notice of Allocation of Maternity Leave Credits (CS Form No. 6a), if needed
- Seconded female employees shall enjoy maternity leave with full pay in the recipient agency.

5. Paternity leave - 7 days

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Revised 2020



Republic of the Philippines

Department of Environment and Natural Resources

Provincial Environment and Natural Resources Office

Odiongan, Rombion

1. OFFICE/DEPARTMENT 2. NAME:	(Last)	(First)	(Middle)	
DENR-PENRO	MORENO	ILOISA AMOR	MINGOA	
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6.A TYPE OF LEAVE TO BE AVAILED OF	or betyles of A	6.B DETAILS OF LEAVE		
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Mandatory/Forced Leave(Sec. 25, Rule XVI, Omnibus Rules		Within the Philippines		
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Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules In		Completion of Master's Degr	ee	
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Special Emergency (Calamity) Leave (CSC MC No. 2, s. 3	2012, as amended)	purpose:		
Adoption Leave (R.A. No. 8552)		Monetization of Leave Credits	S	
Others:		Terminal Leave		
6.C NUMBER OF WORKING DAYS APPLIED FOR (105) Days INCLUSIVE DATES April 18 - July 31, 2022		6.D COMMUTATION Not Requested Requested		
		(Signature	(h) w	
			Applicant)	
	ETAILS OF ACTION (ON APPLICATION		
7.A CERTIFICATION OF LEAVE CREDITS		7.B RECOMMENDATION		
As of Ynanch 31, 202	2			
Vacation Leave	Sick Leave	For approval		
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Less this application	-			
Balance 41.343 _	37.375 _	,		
GEMMA F. FALLARIA			AMX	
OIC, Chief Administrative Unit		OIC MED PRINE	N R ROCERO Routen and PASu MGGNP	
		OIC, MISD PENKL	Rompion and PASu MGGNP	
7.C APPROVED FOR:		7. D DISAPPROVED DUE TO:	V	
101 days with pay Nater mily Leave				
days without pay others (Specify)				
Others (Specify)		1		
	MAXIMO	C. LANDRITO		
		ENRO		

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14. Terminal leave*

Proof of employee's resignation or retirement or separation from the service.

15. Adoption Leave

 Application for adoption leave shall be filed with an authenticated copy of the Pre-Adoptive Placement Authority issued by the Department of Social Welfare and Development (DSWD).

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ANNEX A



Republic of the Philippines

Department of Environment and Natural Resources

Provincial Environment and Natural Resources Office

Odiongan, Romblon

1. OF	FICE/DEPARTMENT	2. NAME:	(Last)	(First)	(Middle)
	DENR-PENRO		MORENO	ILOISA AMOR	MINGOA
3. DA	ATE OF FILING		4. POSITION	Forest Ranger	5. SALARY
			6. DETAILS OF A	PPLICATION	
6.A T	YPE OF LEAVE TO BE AVAI	ILED OF		6.B DETAILS OF LEAVE	
	Vacation Leave (Sec. 51, R	ule XVI, Omnibus Rules Implementing	g E.O. No. 292)	In case of Vacation/Special Privi	ilege Leave:
	1	(Sec. 25, Rule XVI, Omnibus Rules I		Within the Philippines	, and ₂₀₀ , and 2
	Sick Leave (Sec. 43, Rule X	VI, Omnibus Rules Implementing E.C	D. No. 292)	Abroad (Specify)	
	Maternity Leave (R.A. No.	11210 / IRR issued by CSC, DOLE ar	nd SSS)	In case of Sick Leave:	
L	Paternity Leave (R.A. No. 8	3187 / CSC MC No. 71, s. 1998, as ar	mended)	In Hospital (Specify Illness)	
	Special Privilege Leave	Sec. 21, Rule XVI, Omnibus Rules Im	plementing E.O. No. 292)	Out Patient (Specify Illness)	
L	Solo Parent Leave (RA No	. 8972 / CSC MC No. 8, s. 2004)		In case of Special Leave Benefit	s for Women:
	Study Leave (Sec. 68, Rule	XVI, Omnibus Rules Implementing E.	O. No. 292)	(Specify Illness)	
	10-Day VAWC Leave (RA	No. 9262 / CSC MC No. 15, s. 2005)		In case of Study Leave:	
L	Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Im	plementing E.O. No. 292)	Completion of Master's Degre	ee
	Special Leave Benefits for	or Women (RA No. 9710 / CSC MO	C No. 25, s. 2010)	BAR/Board Examination Revi	ew Other
	7	amity) Leave (CSC MC No. 2, s. 2	012, as amended)	purpose:	
 	Adoption Leave (R.A. No. 8	552)		Monetization of Leave Credits	
L	Others:			Terminal Leave	
6.C N	IUMBER OF WORKING DAY			6.D COMMUTATION	
		(105) Days		Not Requested	
	INCLUSIVE DATES			Requested	a . Q
	Ap	ril 18 - July 31, 2022		-town 2	In rin
				(Signature	of Applicant)
		7. DE	TAILS OF ACTION	ON APPLICATION	
7.A C	ERTIFICATION OF LEAVE O	CREDITS		7.B RECOMMENDATION	
	As of	March 31, 7022			
		Vacation Leave	Sick Leave	For approval	
	Total Earned	41-243			
	Less this application	41. 1/4 3	37.335	For disapproval due to	
			_		
	Balance	41-343 -	37.3K -		
		- Sun s		10/1	\r \nMX
		EMMA F. FALLARIA		MALVI	N R HOCERO
		DIC, Shief Administrative Unit		OIC, MSD PENRO	Rambian and PASu MGGNP
7.C AF	PPROVED FOR:	5. 0		7. D DISAPPROVED DUE TO:	
101	days with pay	inty Leave		1,	
	days without pay				
	others (Specify)			X ,	
				1. %	
				C. LANDRITO	
				PENRO	

Application for any type of leave shall be made on this Form and to be accomplished d. In the absence of the BPO/TPO/PPO or the certification, a police at least in duplicate with documentary requirements, as follows:

1. Vacation leave*

It shall be filed five (5) days in advance, whenever possible, of the effective date of such leave. Vacation leave within in the Philippines or abroad shall be indicated in the form for purposes of securing travel authority and completing clearance from money and work accountabilities.

2. Mandatory/Forced leave

Annual five-day vacation leave shall be forfeited if not taken during the year. In case the scheduled leave has been cancelled in the exigency of the service by the head of agency, it shall no longer be deducted from the accumulated vacation leave. Availment of one (1) day or more Vacation Leave (VL) shall be considered for complying the mandatory/forced leave subject to the conditions under Section 25, Rule XVI of the Omnibus Rules Implementing E.O. No. 292.

3. Sick leave*

- · It shall be filed immediately upon employee's return from such leave.
- If filed in advance or exceeding five (5) days, application shall be accompanied by a medical certificate. In case medical consultation was not availed of, an affidavit should be executed by an applicant.

4. Maternity leave* - 105 days

- · Proof of pregnancy e.g. ultrasound, doctor's certificate on the expected date of delivery
- · Accomplished Notice of Allocation of Maternity Leave Credits (CS Form No. 6a), if needed
- · Seconded female employees shall enjoy maternity leave with full pay in the recipient agency.

5. Paternity leave - 7 days

Proof of child's delivery e.g. birth certificate, medical certificate and marriage contract

6. Special Privilege leave - 3 days

It shall be filed/approved for at least one (1) week prior to availment, except on emergency cases. Special privilege leave within the Philippines or abroad shall be indicated in the form for purposes of securing travel authority and completing clearance from money and work accountabilities.

7. Solo Parent leave - 7 days

It shall be filed in advance or whenever possible five (5) days before going on such leave with updated Solo Parent Identification Card.

8. Study leave* - up to 6 months

- · Shall meet the agency's internal requirements, if any;
- Contract between the agency head or authorized representative and the employee concerned.

9. VAWC leave - 10 days

- · It shall be filed in advance or immediately upon the woman employee's return from such leave.
- It shall be accompanied by any of the following supporting documents:
- a. Barangay Protection Order (BPO) obtained from the barangay;
- b. Temporary/Permanent Protection Order (TPO/PPO) obtained from the court;
- c. If the protection order is not yet issued by the barangay or the court, a certification 15. Adoption Leave issued by the Punong Barangay/Kagawad or

Prosecutor or the Clerk of Court that the application for the BPO, TPO or PPO has been filed with the said office shall be sufficient to support the application for the ten-

report specifying the details of the occurrence of violence on the victim and a medical certificate may be considered, at the discretion of the immediate supervisor of the woman employee concerned.

10. Rehabilitation leave* - up to 6 months

- · Application shall be made within one (1) week from the time of the accident except when a longer period is warranted.
- · Letter request supported by relevant reports such as the police report,
- · Medical certificate on the nature of the injuries, the course of treatment involved, and the need to undergo rest, recuperation, and rehabilitation, as the case may be.
- · Written concurrence of a government physician should be obtained relative to the recommendation for rehabilitation if the attending physician is a private practitioner, particularly on the duration of the period of rehabilitation.

11. Special leave benefits for women* - up to 2 months

- The application may be filed in advance, that is, at least five (5) days prior to the scheduled date of the gynecological surgery that will be undergone by the employee. In case of emergency, the application for special leave shall be filed immediately upon employee's return but during confinement the agency shall be notified of said surgery.
- · The application shall be accompanied by a medical certificate filled out by the proper medical authorities, e.g. the attending surgeon accompanied by a clinical summary reflecting the gynecological disorder which shall be addressed or was addressed by the said surgery; the histopathological report; the operative technique used for the surgery; the duration of the surgery including the perioperative period (period of confinement around surgery); as well as the employees estimated period of recuperation for the same.

12. Special Emergency (Calamity) leave – up to 5 days

- · The special emergency leave can be applied for a maximum of five (5) straight working days or staggered basis within thirty (30) days from the actual occurrence of the natural calamity/disaster. Said privilege shall be enjoyed once a year, not in every instance of calamity or disaster
- The head of office shall take full responsibility for the grant of special emergency leave and verification of the employee's eligibility to be granted thereof. Said verification shall include: validation of place of residence based on latest available records of the affected employee; verification that the place of residence is covered in the declaration of calamity area by the proper government agency; and such other proofs as may be necessary.

13. Monetization of leave credits

Application for monetization of fifty percent (50%) or more of the accumulated leave credits shall be accompanied by letter request to the head of the agency stating the valid and justifiable reasons.

14. Terminal leave*

Proof of employee's resignation or retirement or separation from the service.

· Application for adoption leave shall be filed with an authenticated copy of the Pre-Adoptive Placement Authority issued by the Department of Social Welfare and Development (DSWD).

^{*} For leave of absence for thirty (30) calendar days or more and terminal leave, application shall be accompanied by a clearance from money, property and work-related accountabilities (pursuant to CSC Memorandum Circular No. 2, s. 1985).

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES CLEARANCE FORM

_	1						
1	PURPOSE						
	March 15, 2022						
то	Date of Application TO: DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES						
	I hereby apply for clearance from money, p						
	Purpose: ☐ Transfer ☐ Resignate						
	☐ Retirement ☐ Leave		Please	e specify: MATERNITY CLEARAI	NCE		
	Effectivity/Inclusive Period: April 18, 20	022					
Offi	ice of Assignment: PENRO ROMBLON			Avigt () w			
				ILOISA AMOR M. MORENO			
_	sition/SG/Step: Forest Ranger <u>/</u> SG 4-3			Name and Signature of Employ	/ee		
II	CLEARANCE FROM WORK-RELATED ACCOUNT						
	We hereby certify that this applicant is cleared	of work-related	l accoun	tabilities from this Unit/Office/Der	ot.		
	THELMO'S. HERNANDEZ			MALVIN R ROCERO			
	Planning Officer III/ Chief, Planning Section			OIC, Chief, Management Services Div	vision		
H	CLEARANCE FROM MONEY AND PROPERTY A	ACCOUNTABIL					
	Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature		
1.	Administration Sector						
	Supply and Property Procurement and			HERSALYN M. ROYO	Ihlan		
	a. Management Services			Admin. Officer I (Supply Officer I)	11110		
			1	GEMMA F. FALLARIA	Sans		
-	b. Human Resource Welfare & Assistance		 	Admin. Aide VI/ Chief, Admin Unit ALLAN T. SENDIONG			
			1 /	Land Management Officer/	3		
2.	c. Agency-accredited Union/Cooperative			DENREU President	M) 10		
2.	Library			IOTICE I CARABON			
	a. Records			JOEVIR J. CABARON Admin. Officer I (Records)	Hathan		
	b. Cashiering Services			EDLYN S. AREVALO Admin. Officer I (Cashier)	Ederrato		
3.	Finance and Assets Management						
	a. Financial Services	ĺ					
	a. Financial Services			FLORENCE GRACE F. DOMINGO	10/		
	b. Transaction, Processing & Billing Services	1		Accountant III/ Chief, Finance	Ja-		
	and the state of t			Section	,		
	c. Payroll & Remittance Services	i					
4.	Professional and Institutional Development						
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Chicago and the last	a. Scholarship Services CERTIFICATION OF NO PENDING ADMINISTRA	TIVE CASE.					
10	CERTIFICATION OF NO FENDING ADMINISTRA	TIVE CASE:					
	a. Internal Affairs Office/Legal Affairs Office						
	with pending administrative case		-	1			
	with ongoing investigation (no formation)	al charge yet)					
V	CERTIFICATION						
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	PENR Officer						

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DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES CLEARANCE FORM

I PURPOSE					
FORFOSE			Marris 45, 0000		
March 15, 2022					
TO: <u>DEPARTMENT OF ENVIRONMENT AND</u>	NATURAL RES	SOURCE	Date of Application		
I hereby apply for clearance from money,	property and wo				
Purpose: ☐ Transfer ☐ Resigna ☐ Retirement ☐ Leave	tion	Diagon	anaif :: MATERNITY OF FARA	NOT	
		Please	e specify: MATERNITY CLEARA	NCE	
Effectivity/Inclusive Period: April 16, 202	2				
Office of Assignment: PENRO ROMBLON			Amar Caller		
 Position/SG/Step: Forest Ranger <u>/</u> SG 4-3			ILOISA AMOR M. MORENO Name and Signature of Employ		
II CLEARANCE FROM WORK-RELATED ACCOUNT	NTABILITIES		· · · · · · · · · · · · · · · · · · ·		
We hereby certify that this applicant is cleared		accoun	tabilities from this UnityOffice/De	ot	
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Planning Officer III/ Chief, Planning Section			MALVIN R ROCERO DIC, Chief, Management Services Di	vision	
III CLEARANCE FROM MONEY AND PROPERTY	ACCOUNTABIL		orc, criter, ividingeritatit services bi	VISION	
Name of Unit/Office/Department	Cleared	Not	Name of Clearing Officer/Official	Signature	
Administration Sector	Gicarca	Cleared	Traine or organing onlyself official	Oignature	
Supply and Property Procurement and			HERSALYN M. ROYO		
a. Management Services			Admin. Officer I (Supply Officer I)	hope	
			GEMMA F. FALLARIA		
b. Human Resource Welfare & Assistance			Admin. Aide VI/ Chief, Admin Unit	Sant 3	
			ALLAN T. SENDIONG Land Management Officer/	Home	
c. Agency-accredited Union/Cooperative			DENREU President	13	
2. Library					
a. Records		1.	JOEVIR J. CABARON Admin. Officer I (Records)	Javan	
a. Records			EDLYN S. AREVALO	1040	
b. Cashiering Services			Admin. Officer I (Cashier)	20 Arrigo	
Finance and Assets Management					
a. Financial Services			FLORENCE GRACE F. DOMINGO	10/	
b. Transaction, Processing & Billing Services		,	Accountant III/ Chief, Finance	fli	
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c. Payroll & Remittance Services					
4. Professional and Institutional Development					
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with pending administrative case					
with ongoing investigation (no form	al charge yet)				
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DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES CLEARANCE FORM

I PURPOSE					
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March 15, 2022					
Date of Application TO: DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES					
I hereby apply for clearance from money, p				for:	
Purpose: ☐ Transfer ☐ Resignation ☐ Retirement ☑ Leave Please specify: MATERNITY CLEARANCE					NOT
☐ Retirement		Please	e specify: MATERI	NITY CLEARAI	NCE
Effectivity/Inclusive Period: April 18, 202	2				
Office of Assignment: PENRO ROMBLON			And the	1/2e	
Position/SG/Step: Forest Ranger/SG 4-3			/	R M. MORENO nature of Employ	
II CLEARANCE FROM WORK-RELATED ACCOUNT	ITADII ITIES			initial of Employ	
We hereby certify that this applicant is cleared		d accoun	tabilities from this	UniVOffice/Der	ot .
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III CLEARANCE FROM MONEY AND PROPERTY A	CCOUNTABIL	ITIES	or, criler, Manageri	Newt Services Div	VISION
Name of Unit/Office/Department	Cleared	Not	Name of Clearing	Officer/Official	Signature
Administration Sector	Olcarea	Cleared	Traine of Gleaning	Omicei/Omiciai	Oignature
			HERSALYN	M ROYO	
Supply and Property Procurement and a. Management Services			Admin. Officer I (S		Thomas)
			GEMMA F. F	ALLARIA	
b. Human Resource Welfare & Assistance			Admin. Aide VI/ Ch		Who S
			ALLAN T. SE Land Managem		
c. Agency-accredited Union/Cooperative			DENREU P	1	3
2. Library					1
			JOEVIR J. C. Admin. Officer		30
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3. Finance and Assets Management					
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h Transaction Drassacing & Billian Comition			Accountant III/ C		L /
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a. Internal Affairs Office/Legal Affairs Office					
with pending administrative case					
with ongoing investigation (no formal charge yet)					
V CERTIFICATION					
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MAXIMO C. LANDRITO					
PENR Officer					
PENK Officer					

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DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES CLEARANCE FORM

I PURPOSE					
			March 15, 2022		
Date of Application					
TO: DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES					
I hereby apply for clearance from money, p		rk-related	d accountabilities for:		
Purpose: Resignation					
☐ Retirement		Please	e specify: MATERNITY CLEARAN	NCE	
Effectivity/Inclusive Period: April 18, 202	2				
Office of Assignment: PENRO ROMBLON			AN 07 (120)		
			ILOISA AMOR M. MORENO		
Position/SG/Step: Forest Ranger <u>/</u> SG 4-3			Name and Signature of Employ	ee	
II CLEARANCE FROM WORK-RELATED ACCOUNT					
We hereby certify that this applicant is cleared	of work-related	accoun	tabilities from this Anit/Office/Dep	ot.	
THELMO S. HERNANDEZ			MALMIN R. ROCERO		
Planning Officer III/ Chief, Planning Section		C	DIC, Chief, Management Services Div	vision	
III CLEARANCE FROM MONEY AND PROPERTY A	ACCOUNTABIL	ITIES			
Name of Unit/Office/Department	Cleared	Not	Name of Clearing Officer/Official	Signature	
Administration Sector		Cleared			
Supply and Property Procurement and			HERSALYN M. ROYO	11	
a. Management Services			Admin. Officer I (Supply Officer I)	popular >	
			GEMMA F. FALLARIA		
b. Human Resource Welfare & Assistance			Admin. Aide VI/ Chief, Admin Unit	350	
			ALLAN T. SENDIONG		
c. Agency-accredited Union/Cooperative			Land Management Officer/ DENREU President	3	
2. Library			DENINEO President	9	
	,		JOEVIR J. CABARON		
a. Records			Admin. Officer I (Records) -	Jakans	
			EDLYN S. AREVALO	Edvarab	
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b. Transaction, Processing & Billing Services			Accountant III/ Chief, Finance	JW.	
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MAXIMO C. LANDRITO					
	PENR Officer				

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DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES CLEARANCE FORM

I PURPOSE						
			March 15, 2022			
Date of Application						
TO: <u>DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES</u>						
	I hereby apply for clearance from money, property and work-related accountabilities for:					
Purpose: ☐ Transfer ☐ Resigna ☐ Retirement ☑ Leave	tion	Please	e specify: MATERNITY CLEARAN	NCE		
Effectivity/Inclusive Period: April 18, 20		i icasc	specify. MATERIAL TOLLARA	102		
Encouvery/molasive remod. April 10, 20	22	-				
Office of Assignment: PENRO ROMBLON			ILOISA AMOR M. MORENO			
Position/SG/Step: Forest Ranger_SG 4-3 Name and Signature of Employee						
II CLEARANCE FROM WORK-RELATED ACCOUNT	NTABILITIES					
We hereby certify that this applicant is cleared		accoun	tabilities from this Unit/Office/Dep	ot.		
THELMO S. HERNANDEZ			MALVIN RI ROCERO			
Planning Officer III/ Chief, Planning Section		C	DIC, Chief, Management Services Div	vision		
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			GEMMA F. FALLARIA			
b. Human Resource Welfare & Assistance			Admin. Aide VI/ Chief, Admin Unit	Sales S		
			ALLAN T. SENDIONG	Man C -		
c. Agency-accredited Union/Cooperative			Land Management Officer/ DENREU President	Mund 3		
2. Library						
			JOEVIR J. CABARON	and		
a. Records			Admin. Officer I (Records)	- Comment		
b. Cashiering Services			EDLYN S. AREVALO Admin. Officer I (Cashier)	EdiArevalo		
Finance and Assets Management						
a. Financial Services						
			FLORENCE GRACE F. DOMINGO Accountant III/ Chief, Finance	6/		
b. Transaction, Processing & Billing Services			Section	F		
				V		
c. Payroll & Remittance Services 4. Professional and Institutional Development	Political de la companya de la comp					
1. Professional and institutional Development						
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with pending administrative case	and also assets					
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MAXIMO C. LANDRITO						
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