



Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
MIMAROPA Region

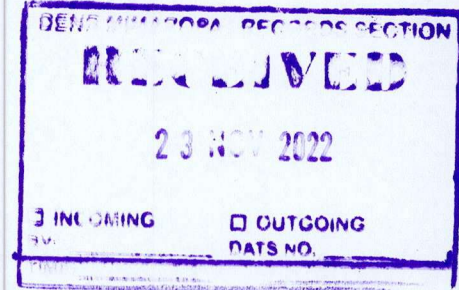
October 6, 2022

**MEMORANDUM**

**FOR** : The Regional Executive Director  
1515 L&S Bldg., Roxas Boulevard,  
Ermita, Manila

**FROM** : The OIC, PENR Officer

**SUBJECT** : **COMPULSORY TERMINAL LEAVE CLAIM OF  
CARTOGRAPHER II DAN L. DIWA (APRIL 8, 2022 – LAST  
DAY)**



Respectfully submitted are the supporting documents (2 copies each) in relation to the above subject, enumerated below.

1. Office Clearances (PENRO and CENRO)
2. Service Record certified by PO/AO indicating the actual date of retirement
3. Approved Application for Leave
4. Leave Credit Index in excel format – signed by team
5. Certification of Leave Credits
6. GSIS Approval
7. Affidavit
8. Notice of Salary Adjustment
9. SALN (exit)
10. Certification of Last Salary Received
11. Ombudsman Clearance

For information, record and priority action.

  
**ERNESTO L. TAÑADA**

**Copy furnished:**

1. CENRO Sablayan
2. Cart. II Dan L. Diwa



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
Provincial Environment and Natural Resources Office  
Pag-asa, Payompon, Mamburao, Occidental Mindoro

CLEARANCE FORM

I

PURPOSE

TO:

DENR MIMAROPA REGION

Date of Application

I hereby apply for clearance from money, property and work-related accountabilities for:

Purpose:

☐ Transfer

☐ Resignation

☐ Other Mode of Separation:

☒ Retirement

☐ Leave

Please specify: **COMPULSORY RETIREMENT**

Effectivity/Inclusive Period:

April 9, 2022

Office of Assignment:

DENR CENRO SABLAYAN, OCCIDENTAL MINDORO

Position/SG/Step:

CARTOGRAPHER II / SG 8

DAN L. DIWA

Name and Signature of Employee

II

CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES

We hereby certify that this applicant is cleared of work-related accountabilities from this Unit/Office/Dept.

ABE R. FRANCISCO

Chief, Management Services Division

VICTORIO P. CAPITAN

OIC Chief, Technical Services Division

III

CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES

Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
1. Administration Sector				
a. General Services Section	<input checked="" type="checkbox"/>		LYZA ELLAINE A. BERNABE Admin. Officer I (Supply Officer I)	
b. Records Section	<input checked="" type="checkbox"/>		ANN CHERYL JANE H. VARGAS Admin. Officer I (Records Officer I)	
c. Personnel Section	<input checked="" type="checkbox"/>		VON ERIKA S. CAUSAPIN Admin. Officer IV (HRMO II)	
2. Library				
3. Finance and Assets Management				
a. Accounting Section	<input checked="" type="checkbox"/>		DONEBELLE S. MESINA Accountant III	
b. Cashier	<input checked="" type="checkbox"/>		MARIA JESSICA P. DEL ROSARIO Admin. Officer I (Cashier I)	
c. CENRO Mamburao Multi-Purpose Cooperative			WILFREDO T. AQUINO Chairman, CMMPC	
4. Professional and Institutional Development				
a. DENR Foreign and Local Scholarship				

IV

CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:

a. Legal Division

☐ with pending administrative case

☐ with ongoing investigation (no formal charge yet)

V

CERTIFICATION

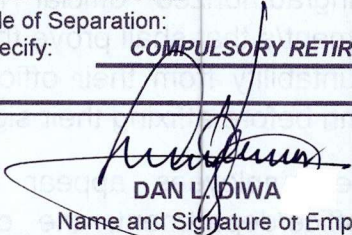
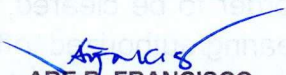
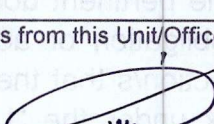
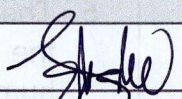
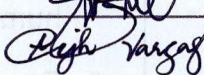
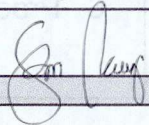
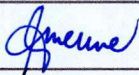
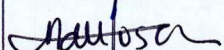

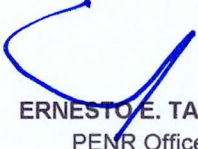
ERNESTO E. TAÑADA

PENR Officer



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
Provincial Environment and Natural Resources Office  
Pag-asa, Payompon, Mamburao, Occidental Mindoro

CLEARANCE FORM

I PURPOSE					
TO: <b>DENR MIMAROPA REGION</b>				Date of Application	
I hereby apply for clearance from money, property and work-related accountabilities for:					
Purpose: <input type="checkbox"/> Transfer <input type="checkbox"/> Resignation <input type="checkbox"/> Other Mode of Separation:					
<input checked="" type="checkbox"/> Retirement <input type="checkbox"/> Leave Please specify: <b>COMPULSORY RETIREMENT</b>					
Effectivity/Inclusive Period: <b>April 9, 2022</b>					
Office of Assignment: <b>DENR CENRO SABLAYAN, OCCIDENTAL MINDORO</b>		 <b>DAN L. DIWA</b> Name and Signature of Employee			
Position/SG/Step: <b>CARTOGRAPHER II / SG 8</b>					
II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES					
We hereby certify that this applicant is cleared of work-related accountabilities from this Unit/Office/Dept.					
 <b>ABE R. FRANCISCO</b> Chief, Management Services Division		 <b>VICTORIO P. CAPITAN</b> OIC Chief, Technical Services Division			
III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES					
Name of Unit/Office/Department		Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
1. Administration Sector					
a. General Services Section		<input checked="" type="checkbox"/>		<b>LYZA ELLAINE A. BERNABE</b> Admin. Officer I (Supply Officer I)	
b. Records Section		<input checked="" type="checkbox"/>		<b>ANN CHERYL JANE H. VARGAS</b> Admin. Officer I (Records Officer I)	
c. Personnel Section		<input checked="" type="checkbox"/>		<b>VON ERIKA S. CAUSAPIN</b> Admin. Officer IV (HRMO II)	
2. Library					
3. Finance and Assets Management					
a. Accounting Section <i>for request/permit of P.O. on cloning equipment</i>				<b>DONEBELLE S. MESINA</b> Accountant III	
b. Cashier		<input checked="" type="checkbox"/>		<b>MARIA JESSICA P. DEL ROSARIO</b> Admin. Officer I (Cashier I)	 <i>not member since 1/12/18</i>
c. CENRO Mamburao Multi-Purpose Cooperative				<b>WILFREDO T. AQUINO</b> Chairman, CMMPC	
4. Professional and Institutional Development					
a. DENR Foreign and Local Scholarship					
IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:					
a. Legal Division					
<input type="checkbox"/> with pending administrative case					
<input type="checkbox"/> with ongoing investigation (no formal charge yet)					
V CERTIFICATION					
 <b>ERNESTO E. TAÑADA</b> PENR Officer					



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
Provincial Environment and Natural Resources Office  
Pag-asa, Payompon, Mamburao, Occidental Mindoro

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<input checked="" type="checkbox"/> Retirement <input type="checkbox"/> Leave Please specify: <b>COMPULSORY RETIREMENT</b>					
Effectivity/Inclusive Period: <u>April 9, 2022</u>					
Office of Assignment: DENR CENRO SABLAYAN, OCCIDENTAL MINDORO		Name and Signature of Employee			
Position/SG/Step: CARTOGRAPHER II / SG 8		DAN L. DIWA			
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ABE R. FRANCISCO Chief, Management Services Division		VICTORIO P. CAPITAN OIC Chief, Technical Services Division			
III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES					
Name of Unit/Office/Department		Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
1. Administration Sector					
a. General Services Section		✓		LYZA ELLAINE A. BERNABE Admin. Officer I (Supply Officer I)	
b. Records Section		✓		ANN CHERYL JANE H. VARGAS Admin. Officer I (Records Officer I)	
c. Personnel Section		✓		VON ERIKA S. CAUSAPIN Admin. Officer IV (HRMO II)	
2. Library					
3. Finance and Assets Management					
a. Accounting Section		for RETURN/PAYMENT OF ₱6,000.00 CLOTHING	✓	DONEBELLE S. MESINA Accountant III	
b. Cashier		✓		MARIA JESSICA P. DEL ROSARIO Admin. Officer I (Cashier I)	
c. CENRO Mamburao Multi-Purpose Cooperative				WILFREDO T. AQUINO Chairman, CMMPC	not member since 11/18/18
4. Professional and Institutional Development					
a. DENR Foreign and Local Scholarship					
IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:					
a. Legal Division					
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<input type="checkbox"/> with ongoing investigation (no formal charge yet)					
V CERTIFICATION					
ERNESTO E. TAÑADA PENR Officer					



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Provincial Environment and Natural Resources Office  
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☒ Retirement

☐ Leave

Please specify: **COMPULSORY RETIREMENT**

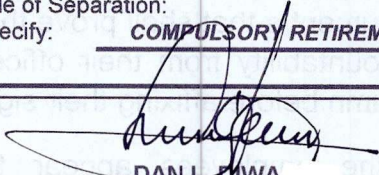
Effectivity/Inclusive Period: **APRIL 9, 2022**

Office of Assignment:

DENR CENRO SABLAYAN, OCCIDENTAL MINDORO

Position/SG/Step: **CARTOGRAPHER II / SG 8**

Date of Application



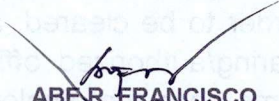
DAN L. DIWA

Name and Signature of Employee

II

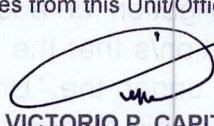
CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES

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ABER. FRANCISCO

Chief, Management Services Division

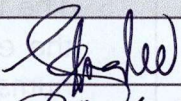
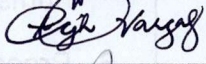
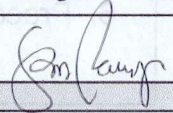
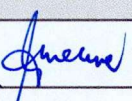
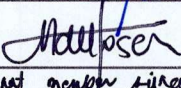



VICTORIO P. CAPITAN

OIC Chief, Technical Services Division

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CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES

Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
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a. General Services Section	✓		LYZA ELLAINE A. BERNABE Admin. Officer I (Supply Officer I)	
b. Records Section	✓		ANN CHERYL JANE H. VARGAS Admin. Officer I (Records Officer I)	
c. Personnel Section	✓		VON ERIKA S. CAUSAPIN Admin. Officer IV (HRMO II)	
2. Library				
3. Finance and Assets Management				
a. Accounting Section	FOR REFUND / PAYMENT OF G.O.V. ON CLOTHING PURCHASE - 5000 ✓		DONEBELLE S. MESINA Accountant III	
b. Cashier	✓		MARIA JESSICA P. DEL ROSARIO Admin. Officer I (Cashier I)	
c. CENRO Mamburao Multi-Purpose Cooperative			WILFREDO T. AQUINO Chairman, CMMPC	not member since 1/12/18 
4. Professional and Institutional Development				
a. DENR Foreign and Local Scholarship				

IV

CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:

a. Legal Division				
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☐ with pending administrative case

☐ with ongoing investigation (no formal charge yet)

V

CERTIFICATION

ERNESTO E. TAÑADA

PENR Officer

Page 1 of 1



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
Provincial Environment and Natural Resources Office  
Pag-asa, Payompon, Mamburao, Occidental Mindoro

CLEARANCE FORM

I

PURPOSE

TO:

DENR MIMAROPA REGION

I hereby apply for clearance from money, property and work-related accountabilities for:

Purpose:

☐ Transfer

☐ Resignation

☐ Other Mode of Separation:

☒ Retirement

☐ Leave

Please specify: **COMPULSORY RETIREMENT**

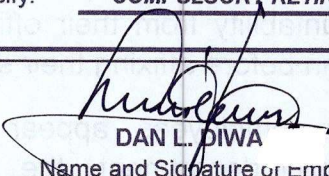
Effectivity/Inclusive Period: **April 9, 2022**

Office of Assignment:

DENR CENRO SABLAYAN, OCCIDENTAL MINDORO

Position/SG/Step: **CARTOGRAPHER II / SG 8**

Date of Application




DAN L. DIWA

Name and Signature of Employee

II

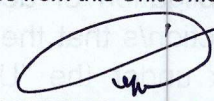
CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES

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ABE R. FRANCISCO

Chief, Management Services Division

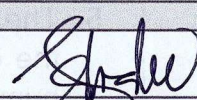
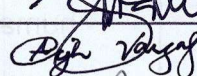
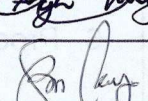
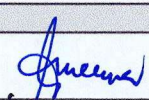
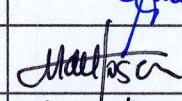


VICTORIO P. CAPITAN

OIC Chief, Technical Services Division

III

CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES

Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
1. Administration Sector				
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c. Personnel Section	<input checked="" type="checkbox"/>	<input type="checkbox"/>	VON ERIKA S. CAUSAPIN Admin. Officer IV (HRMO II)	
2. Library				
	<input type="checkbox"/>	<input type="checkbox"/>		
3. Finance and Assets Management				
a. Accounting Section	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DONEBELLE S. MESINA Accountant III	
b. Cashier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	MARIA JESSICA P. DEL ROSARIO Admin. Officer I (Cashier I)	
c. CENRO Mamburao Multi-Purpose Cooperative	<input type="checkbox"/>	<input type="checkbox"/>	WILFREDO T. AQUINO Chairman, CMMPC	<div>not member since 11/12/18 by</div>
4. Professional and Institutional Development				
a. DENR Foreign and Local Scholarship	<input type="checkbox"/>	<input type="checkbox"/>		

IV

CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:

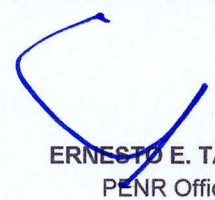
a. Legal Division

☐ with pending administrative case

☐ with ongoing investigation (no formal charge yet)

V

CERTIFICATION



ERNESTO E. TAÑADA

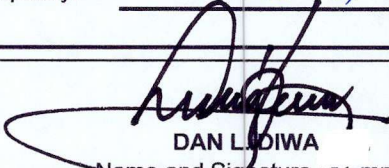


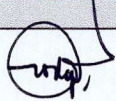
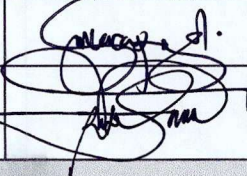
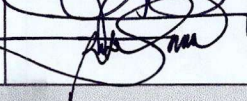

PENR Officer

Page 1 of 1



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
MIMAROPA REGION  
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES  
Brgy. Payompon, Mamburao, Occidental Mindoro

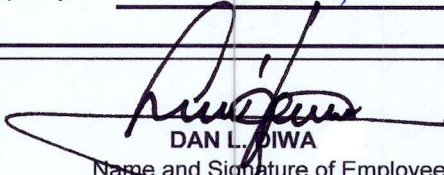
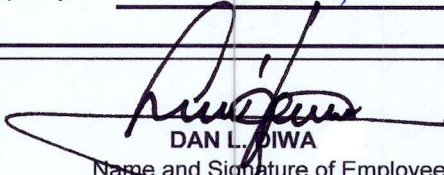
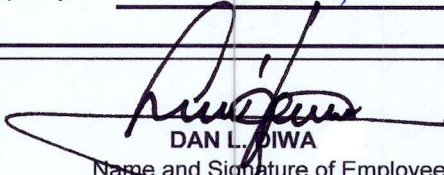
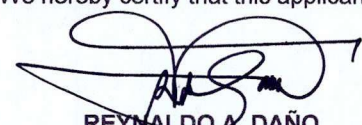

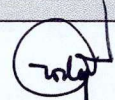
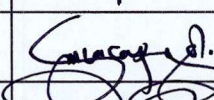
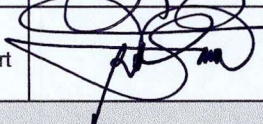

CLEARANCE FORM

I PURPOSE					
<div style="text-align: right;">April 11, 2022 Date of Application</div>					
TO: <b>DENR MIMAROPA REGION</b>					
I hereby apply for clearance from money, property and work-related accountabilities for:					
Purpose: <input type="checkbox"/> Transfer <input type="checkbox"/> Resignation <input type="checkbox"/> Other Mode of Separation:					
<input checked="" type="checkbox"/> Retirement <input type="checkbox"/> Leave Please specify: <u>COMPULSORY</u>					
Effectivity/Inclusive Period: <u>APRIL 9, 2022</u>					
Office of Assignment: <b>DENR-CENRO SABLAYAN, OCCIDENTAL MINDORO</b>		<div style="text-align: center;"> <b>DAN L. DIWA</b> Name and Signature of Employee</div>			
Position/SG/Step: <b>CARTOGRAPHER II/SG-08/STEP-8</b>					
II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES					
We hereby certify that this applicant is cleared of work-related accountabilities from this Unit/Office/Dept.					
<div style="text-align: center;"> <b>REYNALDO A. DAÑO</b> ECOMS II/Chief, Planning and Support Unit/ Administrative Officer</div>		<div style="text-align: center;"> <b>ISAYAS M. GUIMOD</b> Forester III/Technical Services Supervisor</div>			
III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES					
Name of Unit/Office/Department		Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
1. Administration Sector					
a. General Services Section		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>CAROLINA A. DAPITO</b> Credit Officer I/Supply/Property Officer	
b. Records Section		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>MERRY ANN C. LACAP</b> SI I/In-Charge, Records Unit	
c. Personnel Section		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>REYNALDO A. DAÑO</b> ECOMS II/Chief, Planning & Support Unit/Administrative Officer	
2. Finance and Assets Management					
a. Accounting Section		<input type="checkbox"/>	<input type="checkbox"/>		
b. Cashier		<input type="checkbox"/>	<input type="checkbox"/>		
c. Multi-Purpose Cooperative		<input type="checkbox"/>	<input type="checkbox"/>		
3. Professional and Institutional Development					
a. DENR Foreign and Local Scholarship		<input type="checkbox"/>	<input type="checkbox"/>		
IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:					
a. Legal Division		<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> with pending administrative case <input type="checkbox"/> with ongoing investigation (no formal charge yet)					
V CERTIFICATION					
<div style="text-align: center;"> <b>ANASTACIO A. SANTOS</b> CENR Officer</div>					



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
MIMAROPA REGION  
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES  
Brgy. Payompon, Mamburao, Occidental Mindoro

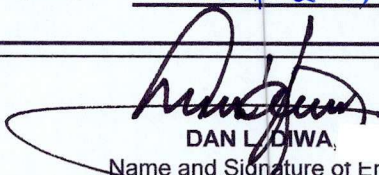
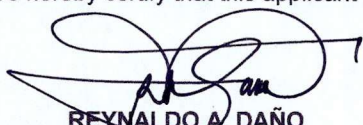
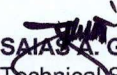
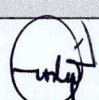
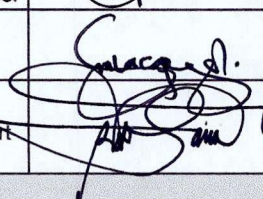
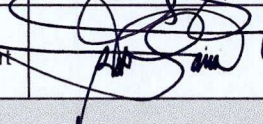
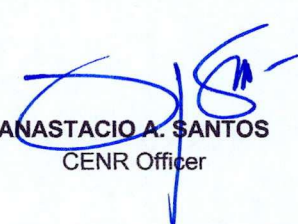
CLEARANCE FORM

I PURPOSE							
<div style="text-align: right;">April 11, 2022 Date of Application</div> <p>TO: <b>DENR MIMAROPA REGION</b> I hereby apply for clearance from money, property and work-related accountabilities for: Purpose: <input type="checkbox"/> Transfer <input type="checkbox"/> Resignation <input type="checkbox"/> Other Mode of Separation: <input checked="" type="checkbox"/> Retirement <input type="checkbox"/> Leave Please specify: <u>COMPULSORY</u> Effectivity/Inclusive Period: <u>April 9, 2022</u></p> <table border="1"><tr><td>Office of Assignment: <b>DENR-CENRO SABLAYAN, OCCIDENTAL MINDORO</b></td><td rowspan="2"> <b>DAN L. DIWA</b> Name and Signature of Employee</td></tr><tr><td>Position/SG/Step: <b>CARTOGRAPHER II/SG-08/STEP-8</b></td></tr></table>					Office of Assignment: <b>DENR-CENRO SABLAYAN, OCCIDENTAL MINDORO</b>	 <b>DAN L. DIWA</b> Name and Signature of Employee	Position/SG/Step: <b>CARTOGRAPHER II/SG-08/STEP-8</b>
Office of Assignment: <b>DENR-CENRO SABLAYAN, OCCIDENTAL MINDORO</b>	 <b>DAN L. DIWA</b> Name and Signature of Employee						
Position/SG/Step: <b>CARTOGRAPHER II/SG-08/STEP-8</b>							
II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES							
We hereby certify that this applicant is cleared of work-related accountabilities from this Unit/Office/Dept.							
 <b>REYNALDO A. DAÑO</b> ECOMS II/Chief, Planning and Support Unit/ Administrative Officer		 <b>ISAIAS A. GUIMOD</b> Forester III/Technical Services Supervisor					
III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES							
Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature			
1. Administration Sector							
a. General Services Section	<input checked="" type="checkbox"/>		<b>CAROLINA A. DAPITO</b> Credit Officer I/Supply/Property Officer				
b. Records Section	<input checked="" type="checkbox"/>		<b>MERRY ANN C. LACAP</b> SI I/In-Charge, Records Unit				
c. Personnel Section	<input checked="" type="checkbox"/>		<b>REYNALDO A. DAÑO</b> ECOMS II/Chief, Planning & Support Unit/Administrative Officer				
2. Finance and Assets Management							
a. Accounting Section							
b. Cashier							
c. Multi-Purpose Cooperative							
3. Professional and Institutional Development							
a. DENR Foreign and Local Scholarship							
IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:							
a. Legal Division							
<input type="checkbox"/> with pending administrative case <input type="checkbox"/> with ongoing investigation (no formal charge yet)							
V CERTIFICATION							
 <b>ANASTACIO A. SANTOS</b> CENR Officer							



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
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Brgy. Payompon, Mamburao, Occidental Mindoro

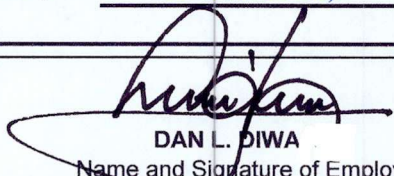
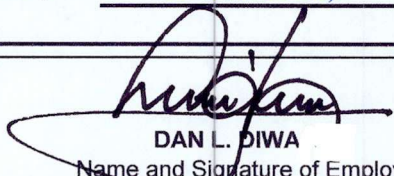
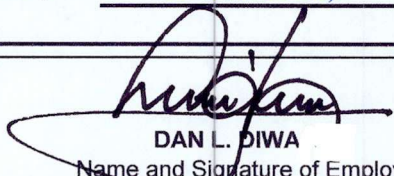
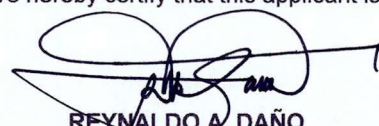

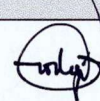
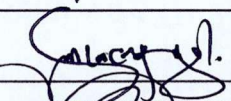
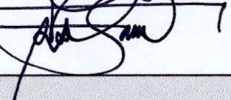

CLEARANCE FORM

I PURPOSE					
TO: <b>DENR MIMAROPA REGION</b>			Date of Application		
I hereby apply for clearance from money, property and work-related accountabilities for:					
Purpose: <input type="checkbox"/> Transfer <input type="checkbox"/> Resignation <input type="checkbox"/> Other Mode of Separation:					
<input checked="" type="checkbox"/> Retirement <input type="checkbox"/> Leave Please specify: <u>Compulsory</u>					
Effectivity/Inclusive Period: <u>April 9, 2022</u>					
Office of Assignment: <b>DENR-CENRO SABLAYAN, OCCIDENTAL MINDORO</b>		 <b>DAN L. DIWA</b> Name and Signature of Employee			
Position/SG/Step: <b>CARTOGRAPHER II/SG-08/STEP-8</b>					
II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES					
We hereby certify that this applicant is cleared of work-related accountabilities from this Unit/Office/Dept.					
 <b>REYNALDO A. DAÑO</b> ECOMS II/Chief, Planning and Support Unit/ Administrative Officer		 <b>ISAIAS A. GUIMOD</b> Forester III/Technical Services Supervisor			
III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES					
Name of Unit/Office/Department		Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
1. Administration Sector					
a. General Services Section		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>CAROLINA A. DAPITO</b> Credit Officer I/Supply/Property Officer	
b. Records Section		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>MERRY ANN C. LACAP</b> SI I/In-Charge, Records Unit	
c. Personnel Section		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>REYNALDO A. DAÑO</b> ECOMS II/Chief, Planning & Support Unit/Administrative Officer	
2. Finance and Assets Management					
a. Accounting Section		<input type="checkbox"/>	<input type="checkbox"/>		
b. Cashier		<input type="checkbox"/>	<input type="checkbox"/>		
c. Multi-Purpose Cooperative		<input type="checkbox"/>	<input type="checkbox"/>		
3. Professional and Institutional Development					
a. DENR Foreign and Local Scholarship		<input type="checkbox"/>	<input type="checkbox"/>		
IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:					
a. Legal Division		<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> with pending administrative case					
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DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
MIMAROPA REGION  
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES  
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CLEARANCE FORM

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Office of Assignment: <b>DENR-CENRO SABLAYAN, OCCIDENTAL MINDORO</b>	 <b>DAN L. DIWA</b> Name and Signature of Employee						
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Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature			
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a. General Services Section	✓		<b>CAROLINA A. DAPITO</b> Credit Officer I/Supply/Property Officer				
b. Records Section	✓		<b>MERRY ANN C. LACAP</b> SI I/In-Charge, Records Unit				
c. Personnel Section	✓		<b>REYNALDO A. DAÑO</b> ECOMS II/Chief, Planning & Support Unit/Administrative Officer				
2. Finance and Assets Management							
a. Accounting Section							
b. Cashier							
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3. Professional and Institutional Development							
a. DENR Foreign and Local Scholarship							
IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:							
a. Legal Division							
<input type="checkbox"/> with pending administrative case <input type="checkbox"/> with ongoing investigation (no formal charge yet)							
V CERTIFICATION							
 <b>ANASTACIO A. SANTOS</b> CENR Officer							





## SERVICE RECORD

NAME: DAN LUCELO DIWA (If married woman also full maiden name)  
(First Name) (Maiden Name) (Middle Name) (Surname)

BIRTH: APRIL 8, 1957 CATBALOGAN, SAMAR (Date herein should be checked from birth or baptismal certificate or other reliable documents)  
(Date) (Place)

This is to certify that the employee named herein above actually rendered services as shown in the service records below each line of which is supported by appointment and other papers actually issued by this Office and approved by the authorities concerned.

Inclusive Date		RECORD OF APPOINTMENT			OFFICE			SEPARATION	
		Position/Designation		Status	Salary Per Annum	Entity or Division	Branch	L/V Abs. w/o Pay	Date
From	To	Position/Designation							
08/01/1980	07/15/1986	LABORER	CAS	16.00/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
07/16/1986	09/15/1988	CARTOGRAPHER	CAS W/ PLANTILLA	64.00/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
09/16/1988	04/15/1990	CARTOGRAPHER	CAS W/ PLANTILLA	64.00/DAY	CENRO SAN JOSE	NATIONAL	NONE	N/A	N/A
04/16/1990	12/21/1995	CARTOGRAPHER I	CO-TERM.	P 75,924.00	LIUCP	NATIONAL	NONE	N/A	N/A
12/22/1995	12/31/1995	CARTOGRAPHER II	TEMP.	P 54,624.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/1996	12/31/1996	CARTOGRAPHER II	TEMP.	P 66,624.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/1997	10/31/1997	CARTOGRAPHER II	TEMP.	P 78,552.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
11/01/1997	12/21/1998	CARTOGRAPHER II	TEMP.	P 90,480.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/2000	06/30/2001	CARTOGRAPHER II	TEMP.	P 102,012.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
07/01/2001	07/31/2003	CARTOGRAPHER II	TEMP.	P 107,112.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2003	07/31/2006	CARTOGRAPHER II	PERM.	P 104,508.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2006	06/30/2007	CARTOGRAPHER II	PERM.	P 107,112.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
07/01/2007	06/30/2008	CARTOGRAPHER II	PERM.	P 117,828.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
07/01/2008	06/30/2009	CARTOGRAPHER II	PERM.	P 129,612.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
07/01/2009	07/31/2009	CARTOGRAPHER II	PERM.	P 142,452.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2009	06/23/2010	CARTOGRAPHER II	PERM.	P 145,320.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
06/24/2010	05/31/2011	CARTOGRAPHER II	PERM.	P 157,812.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
06/01/2011	05/31/2012	CARTOGRAPHER II	PERM.	P 170,304.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
06/01/2012	07/31/2012	CARTOGRAPHER II	PERM.	P 182,784.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2012	07/31/2015	CARTOGRAPHER II	PERM.	P 184,608.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2015	12/31/2015	CARTOGRAPHER II	PERM.	P 186,456.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/2016	12/31/2016	CARTOGRAPHER II	PERM.	P 191,736.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/2017	12/31/2017	CARTOGRAPHER II	PERM.	P 197,160.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/2018	07/31/2018	CARTOGRAPHER II	PERM.	P 202,740.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2018	12/31/2018	CARTOGRAPHER II	PERM.	P 204,612.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A





**SERVICE RECORD**

NAME: DAN LUCELO DIWA (If married woman also full maiden name)  
(First Name) (Maiden Name) (Middle Name) (Surname)

BIRTH: APRIL 8, 1957 CATBALOGAN, SAMAR (Date herein should be checked from birth or baptismal certificate or other reliable documents)  
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This is to certify that the employee named herein above actually rendered services as shown in the service records below each line of which is supported by appointment and other papers actually issued by this Office and approved by the authorities concerned.

Inclusive Date		RECORD OF APPOINTMENT			OFFICE			SEPARATION	
		Position/Designation			Entity or Division	Branch	L/V Abs. w/o Pay	Date	Cause
From	To	Position/Designation	Status	Salary Per Annum					
08/01/1980	07/15/1986	LABORER	CAS	16.00/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
07/16/1986	09/15/1988	CARTOGRAPHER	CAS w/ PLANTILLA	64.00/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
09/16/1988	04/15/1990	CARTOGRAPHER	CAS w/ PLANTILLA	64.00/DAY	CENRO SAN JOSE	NATIONAL	NONE	N/A	N/A
04/16/1990	12/21/1995	CARTOGRAPHER I	CO-TERM.	P 75,924.00	LIUCP	NATIONAL	NONE	N/A	N/A
12/22/1995	12/31/1995	CARTOGRAPHER II	TEMP.	P 54,624.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/1996	12/31/1996	CARTOGRAPHER II	TEMP.	P 66,624.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/1997	10/31/1997	CARTOGRAPHER II	TEMP.	P 78,552.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
11/01/1997	12/21/1998	CARTOGRAPHER II	TEMP.	P 90,480.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/2000	06/30/2001	CARTOGRAPHER II	TEMP.	P 102,012.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
07/01/2001	07/31/2003	CARTOGRAPHER II	TEMP.	P 107,112.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2003	07/31/2006	CARTOGRAPHER II	PERM.	P 104,508.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2006	06/30/2007	CARTOGRAPHER II	PERM.	P 107,112.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
07/01/2007	06/30/2008	CARTOGRAPHER II	PERM.	P 117,828.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
07/01/2008	06/30/2009	CARTOGRAPHER II	PERM.	P 129,612.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
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06/01/2011	05/31/2012	CARTOGRAPHER II	PERM.	P 170,304.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
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## SERVICE RECORD

NAME: DAN LUCELO DIWA (If married woman also full maiden name)  
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From	To	Position/Designation							
08/01/1980	07/15/1986	LABORER	CAS	16.00/DAY	BUREAU OF FOREST DEV'T.	NATIONAL	NONE	N/A	N/A
07/16/1986	09/15/1988	CARTOGRAPHER	CAS W/ PLANTILLA	64.00/DAY	BUREAU OF FOREST DEV'T.	NATIONAL	NONE	N/A	N/A
09/16/1988	04/15/1990	CARTOGRAPHER	CAS W/ PLANTILLA	64.00/DAY	CENRO SAN JOSE	NATIONAL	NONE	N/A	N/A
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12/22/1995	12/31/1995	CARTOGRAPHER II	TEMP.	P 54,624.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
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07/01/2007	06/30/2008	CARTOGRAPHER II	PERM.	P 117,828.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
07/01/2008	06/30/2009	CARTOGRAPHER II	PERM.	P 129,612.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
07/01/2009	07/31/2009	CARTOGRAPHER II	PERM.	P 142,452.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2009	06/23/2010	CARTOGRAPHER II	PERM.	P 145,320.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
06/24/2010	05/31/2011	CARTOGRAPHER II	PERM.	P 157,812.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
06/01/2011	05/31/2012	CARTOGRAPHER II	PERM.	P 170,304.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
06/01/2012	07/31/2012	CARTOGRAPHER II	PERM.	P 182,784.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2012	07/31/2015	CARTOGRAPHER II	PERM.	P 184,608.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2015	12/31/2015	CARTOGRAPHER II	PERM.	P 186,456.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/2016	12/31/2016	CARTOGRAPHER II	PERM.	P 191,736.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/2017	12/31/2017	CARTOGRAPHER II	PERM.	P 197,160.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
01/01/2018	07/31/2018	CARTOGRAPHER II	PERM.	P 202,740.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A
08/01/2018	12/31/2018	CARTOGRAPHER II	PERM.	P 204,612.00	PENRO MAMBURAO	NATIONAL	NONE	N/A	N/A



## APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT **CENRO SABLAYAN** 2. NAME (Last) **DIWA** (First) **DAN** (Middle) **LUCELO**

3. DATE OF FILING **07/20/2022** (mmddyyyy) 4. POSITION **CARTOGRAPHER II** 5. SALARY **P 20,052.00**

### 6. DETAILS OF APPLICATION

#### 6. A TYPE OF LEAVE TO BE AVAILED OF

- ☐ Vacation Leave (Sec. 51, Rule XV, 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 (RA 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 (RA No. 8552)
- ☒ Others

**TERMINAL LEAVE - OPTIONAL RETIREMENT**

#### 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 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

**50.90** DAY / S

INCLUSIVE DATES

and

to

#### 6. D COMMUTATION

☐ Not Requested

☒ Requested

**DAN LUCELO DIWA**

(Signature of Applicant)

### 7. DETAILS OF ACTION ON APPLICATION

#### 7. A CERTIFICATION OF LEAVE CREDITS

as of (mm/dd/yyyy) **10/24/2019**

	Vacation Leave	Sick Leave
Total Earned	<b>23.569</b>	<b>27.333</b>
Less this application	<b>23.569</b>	<b>27.333</b>
Balance	-	-
Combined Balance	-	-

**ABE R. FRANCISCO**

Chief, Management Services Division

#### 7. B RECOMMENDATION

☒ For Approval

☐ For Disapproval Due to \_\_\_\_\_

**DONNA MAYOR-GORDOVE, CESO IV**

Assitant Regional Director for Management Service

#### 7. C APPROVED FOR:

**50.90** days with pay

days without pay

others (specify)

#### 7. D DISAPPROVED DUE TO:

**LORMELYN E. CLAUDIO, CESO IV**

Regional Executive Director



## APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT **CENRO SABLAYAN** 2. NAME (Last) **DIWA** (First) **DAN** (Middle) **LUCELO**

3. DATE OF FILING **07/20/2022** (mmddyyyy) 4. POSITION **CARTOGRAPHER II** 5. SALARY **₱ 20,052.00**

### 6. DETAILS OF APPLICATION

#### 6. A TYPE OF LEAVE TO BE AVAILED OF

- ☐ Vacation Leave (Sec. 51, Rule XV, Omnibus Rules Implementing E.O. No. 292)
- ☐ Mandatory/Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
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- ☐ Solo Parent Leave (RA No. 8972/CSC MC no. 8, S. 2004)
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- ☐ 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, S. 2005)
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- ☐ 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 (RA No. 8552)
- ☒ Others

**TERMINAL LEAVE - OPTIONAL RETIREMENT**

#### 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 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

**50.90 DAY / S**

INCLUSIVE DATES

and

to

#### 6. D COMMUTATION

☐ Not Requested

☒ Requested

**DAN LUCELO DIWA**

(Signature of Applicant)

### 7. DETAILS OF ACTION ON APPLICATION

#### 7. A CERTIFICATION OF LEAVE CREDITS

as of (mm/dd/yyyy) **10/24/2019**

	Vacation Leave	Sick Leave
Total Earned	<b>23.569</b>	<b>27.333</b>
Less this application	<b>23.569</b>	<b>27.333</b>
Balance	-	-
Combined Balance	-	-

**ABE R. FRANCISCO**

Chief, Management Services Division

#### 7. B RECOMMENDATION

☒ For Approval

☐ For Diasapproval Due to \_\_\_\_\_

**DONNA MAYOR-GORDOVE, CESO IV**

Assitant Regional Director for Management Service

#### 7. C APPROVED FOR:

**50.90** days with pay

\_\_\_\_\_ days without pay

\_\_\_\_\_ others (specify)

#### 7. D DISAPPROVED DUE TO:

**LORMELYN E. CLAUDIO, CESO IV**

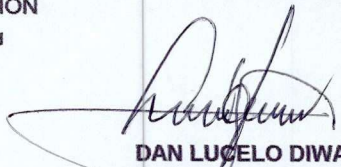
Regional Executive Director




APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT	2. NAME (Last)	(First)	(Middle)
CENRO SABLAYAN	DIWA	DAN	LUCELO

3. DATE OF FILING (mmddyyyy) 07/20/2022 4. POSITION CARTOGRAPHER II 5. SALARY ₱ 20,052.00

6. DETAILS OF APPLICATION	
6. A TYPE OF LEAVE TO BE AVAILED OF	6. B DETAILS OF LEAVE
<div><input type="checkbox"/> Vacation Leave (Sec. 51, Rule XV, Omnibus Rules Implementing E.O. No. 292)</div> <div><input type="checkbox"/> Mandatory/Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</div> <div><input type="checkbox"/> Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</div> <div><input type="checkbox"/> Maternity Leave (R.A. No. 11210/IRR issued by CSC, DOLE and SSS)</div> <div><input type="checkbox"/> Paternity Leave (RA No. 8187/CSC MC No. 71, S. 1998, as amended)</div> <div><input type="checkbox"/> Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</div> <div><input type="checkbox"/> Solo Parent Leave (RA No. 8972/CSC MC no. 8, S. 2004)</div> <div><input type="checkbox"/> Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</div> <div><input type="checkbox"/> 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, S. 2005)</div> <div><input type="checkbox"/> Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</div> <div><input type="checkbox"/> Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, S. 2010)</div> <div><input type="checkbox"/> Special Emergency (Calamity) Leave (CSC MC no. 2, S. 2012, as amended)</div> <div><input type="checkbox"/> Adoption Leave (RA No. 8552)</div> <div><input checked="" type="checkbox"/> Others</div>	<div>In case of Vacation/Special Privilege Leave:</div> <div><input type="checkbox"/> Within the Philippines</div> <div><input type="checkbox"/> Abroad (Specify)</div> <div>In case of Sick Leave:</div> <div><input type="checkbox"/> In Hospital (Specify Illness)</div> <div><input type="checkbox"/> Out Patient (Specify Illness)</div> <div>In case of Study Leave:</div> <div><input type="checkbox"/> Completion of Master's Degree</div> <div><input type="checkbox"/> BAR/Board Examination Review</div> <div>Other Purpose:</div> <div><input type="checkbox"/> Monetization of Leave Credits</div> <div><input checked="" type="checkbox"/> Terminal Leave</div>
6. C NUMBER OF WORKING DAYS APPLIED FOR	6. D COMMUTATION
50.90 DAY / S	<input type="checkbox"/> Not Requested
INCLUSIVE DATES	<input checked="" type="checkbox"/> Requested
and	<div> DAN LUCELO DIWA (Signature of Applicant)</div>
to	

7. DETAILS OF ACTION ON APPLICATION																
7. A CERTIFICATION OF LEAVE CREDITS	7. B RECOMMENDATION															
as of (mm/dd/yyyy) 10/24/2019	<input checked="" type="checkbox"/> For Approval															
<table><tr><td></td><td>Vacation Leave</td><td>Sick Leave</td></tr><tr><td>Total Earned</td><td>23.569</td><td>27.333</td></tr><tr><td>Less this application</td><td>23.569</td><td>27.333</td></tr><tr><td>Balance</td><td>-</td><td>-</td></tr><tr><td>Combined Balance</td><td></td><td>-</td></tr></table>		Vacation Leave	Sick Leave	Total Earned	23.569	27.333	Less this application	23.569	27.333	Balance	-	-	Combined Balance		-	<input type="checkbox"/> For Disapproval Due to
	Vacation Leave	Sick Leave														
Total Earned	23.569	27.333														
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Balance	-	-														
Combined Balance		-														
<div> ABE R. FRANCISCO Chief, Management Services Division</div>	<div>DONNA MAYOR-GORDOVE, CESO IV Assitant Regional Director for Management Service</div>															

7. C APPROVED FOR:	7. D DISAPPROVED DUE TO:
50.90 days with pay	
days without pay	
others (specify)	

LORMELYN E. CLAUDIO, CESO IV  
Regional Executive Director



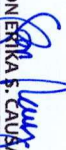
PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL			
			SPL/PL	OTHERS	EARNE	MC IZATIO N	FL	VL	ABSENCE/ UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARNE	ABSENCE/ UNDERTIME W/PAY	MONET IZATIO N		SL	BALANC E	ABSENCE/ UNDERTIME W/O PAY
JANUARY 2020	NONE				1.250							0.000	0.763		1.250			-0.500		0.263
FEBRUARY 2020	NONE				1.250							0.000	2.013		1.250			0.750		2.763
MARCH 2020	NONE				1.250							0.000	3.263		1.250			2.000		5.263
APRIL 2020	NONE				1.250							0.000	4.513		1.250			3.250		7.763
MAY 2020	NONE				1.250							0.000	5.763		1.250			4.500		10.263
JUNE 2020	NONE				1.250							0.000	7.013		1.250			5.750		12.763
JULY 2020	(000.00.02)T	T9(13)			1.250						2	0.004	8.259		1.250			7.000		15.259
AUGUST 2020	(000.00.11)T	T(10)			1.250						11	0.023	9.486		1.250			8.250		17.736
SEPTEMBER 2020	NONE				1.250							0.000	10.736		1.250			9.500		20.236
OCTOBER 2020	NONE				1.250							0.000	11.986		1.250			10.750		22.736
NOVEMBER 2020	NONE				1.250							0.000	13.236		1.250			12.000		25.236
DECEMBER 2020	(5)MONE(2)SPL(5)FL	SPL(17-18)FL(21-23,28-29)	2		1.250					5		0.000	9.486		1.250		5	8.250		17.736
JANUARY 2021	NONE				1.250							0.000	10.736		1.250			9.500		20.236
FEBRUARY 2021	NONE				1.250							0.000	11.986		1.250			10.750		22.736
MARCH 2021	NONE				1.250							0.000	13.236		1.250			12.000		25.236
APRIL 2021	NONE				1.250							0.000	14.486		1.250			13.250		27.736
MAY 2021	NONE				1.250							0.000	15.736		1.250			14.500		30.236
JUNE 2021	NONE				1.250							0.000	16.986		1.250			15.750		32.736
JULY 2021	NONE				1.250							0.000	18.236		1.250			17.000		35.236
AUGUST 2021	NONE				1.250							0.000	19.486		1.250			18.250		37.736
SEPTEMBER 2021	NONE				1.250							0.000	20.736		1.250			19.500		40.236
OCTOBER 2021	NONE				1.250							0.000	21.986		1.250			20.750		42.736
NOVEMBER 2021	NONE				1.250							0.000	23.236		1.250			22.000		45.236
DECEMBER 2021	(1)SPL(5)FL	SPL(21)FL(22-23,27-29))	1		1.250					5		0.000	19.486		1.250			23.250		42.736
JANUARY 2022	NONE				1.250							0.000	20.736		1.250			24.500		45.236
FEBRUARY 2022	NONE				1.250							0.000	21.986		1.250			25.750		47.736
MARCH 2022	NONE				1.250							0.000	23.236		1.250			27.000		50.236
APRIL 2022	APR. 8 (LAST DAY)				0.333							0.000	23.569		0.333			27.333		50.902

CERTIFICATION


as of APRIL 8 , 2022

This is to certify to the correctness of the leave credits of the herein employee and serve as a permanent record.


Checked/Verified/Attested by:

  
VONIERIKA S. CAUGAPIN  
Personnel Officer

Member, Internal Audit Committee

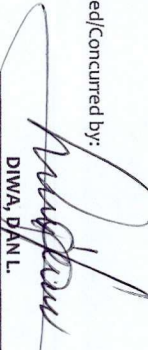
  
IMELDA D. ALFARO  
Administrative Assistant III

Member, Internal Audit Committee

  
ABE R. FRANCISCO  
Chief Administrative Officer

Chair, Internal Audit Committee

Affirmed/Concurred by:

  
DIWA, DAN L.  
Employee



PERIOD	PARTICULARS	PERIOD	SPL/PL	OTHERS	EARNE	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL
						MC IZATIO N	FL	VL	ABSENCE/ UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARNE	ABSENCE/ UNDERTIME W/PAY	MONET IZATIO N	SL	BALANC E	ABSENCE/ UNDERTIME W/O PAY	
JANUARY 2016	NONE				1.250							0.000	-5.612	1.250				60.500		54.888
FEBRUARY 2016	NONE				1.250							0.000	-4.362	1.250				61.750		57.388
MARCH 2016	NONE				1.250							0.000	-3.112	1.250				63.000		59.888
APRIL 2016	(2)SPL	SPL(8,29)	2		1.250							0.000	-1.862	1.250				64.250		62.388
MAY 2016	(00.00.01)T	T(19)			1.250						1	0.002	-0.614	1.250				65.500		64.886
JUNE 2016	NONE				1.250							0.000	0.636	1.250				66.750		67.386
JULY 2016	(00.00.01)T	T(8)			1.250						1	0.002	1.884	1.250				68.000		69.884
AUGUST 2016	(00.00.01)T	T(9)			1.250						1	0.002	3.132	1.250				69.250		72.382
SEPTEMBER 2016	NONE				1.250							0.000	4.382	1.250				70.500		74.882
OCTOBER 2016	NONE				1.250							0.000	5.632	1.250				71.750		77.382
NOVEMBER 2016	NONE				1.250							0.000	6.882	1.250				73.000		79.882
DECEMBER 2016	(1)SPL (4)FL (29)MONE(00.00.14)T(1)FL-M	SPL(22) FL(23,27-29)T(6,8-9)	1		1.250	15	5				14	0.029	-11.897	1.250		14		60.250		48.353
JANUARY 2017	NONE				1.250							0.000	-10.647	1.250				61.500		50.853
FEBRUARY 2017	NONE				1.250							0.000	-9.397	1.250				62.750		53.353
MARCH 2017	NONE				1.250							0.000	-8.147	1.250				64.000		55.853
APRIL 2017	NONE				1.250							0.000	-6.897	1.250				65.250		58.353
MAY 2017	NONE				1.250							0.000	-5.647	1.250				66.500		60.853
JUNE 2017	(00.00.04)T	T(13,27)			1.250						4	0.008	-4.405	1.250				67.750		63.345
JULY 2017	NONE				1.250							0.000	-3.155	1.250				69.000		65.845
AUGUST 2017	(00.00.04)T	T(14,29)			1.250						4	0.008	-1.914	1.250				70.250		68.336
SEPTEMBER 2017	NONE				1.250							0.000	-0.664	1.250				71.500		70.836
OCTOBER 2017	(00.00.04)T	T(27)			1.250						4	0.008	0.578	1.250				72.750		73.328
NOVEMBER 2017	(00.04.12)T	T(10,13,17,24)			1.250						4	0.525	1.303	1.250				74.000		75.303
DECEMBER 2017	(60)MONE (1)SPL (3)FL (2)FL-M SPL(11) FL(27-29)		1		1.250	15	5					0.000	-17.447	1.250		45		30.250		12.803
JANUARY 2018	(00.00.01)T	T(12)			1.250						1	0.002	-16.199	1.250				31.500		15.301
FEBRUARY 2018	(00.00.17)T	T(5,12)			1.250						17	0.035	-14.985	1.250				32.750		17.765
MARCH 2018	(2)SPL	SPL(2,5)	2		1.250							0.000	-13.735	1.250				34.000		20.265
APRIL 2018	NONE				1.250							0.000	-12.485	1.250				35.250		22.765
MAY 2018	NONE				1.250							0.000	-11.235	1.250				36.500		25.265
JUNE 2018	NONE				1.250							0.000	-9.985	1.250				37.750		27.765
JULY 2018	NONE				1.250							0.000	-8.735	1.250				39.000		30.265
AUGUST 2018	(3)SEL	SEL(20,22-23)		3	1.250							0.000	-7.485	1.250				40.250		32.765
SEPTEMBER 2018	(00.00.01)T	T(10)			1.250						1	0.002	-6.237	1.250				41.500		35.263
OCTOBER 2018	NONE				1.250							0.000	-4.987	1.250				42.750		37.763
NOVEMBER 2018	NONE				1.250							0.000	-3.737	1.250				44.000		40.263
DECEMBER 2018	(5)FL(2)SPL (1) TO VL(3)MONE	FL(17-21)SPL(27-28)	2		1.250		5	1				0.000	-8.487	1.250		30		15.250		6.763
JANUARY 2019	NONE				1.250							0.000	-7.237	1.250				16.500		9.263
FEBRUARY 2019	NONE				1.250							0.000	-5.987	1.250				17.750		11.763
MARCH 2019	NONE				1.250							0.000	-4.737	1.250				19.000		14.263
APRIL 2019	(1)SPL	SPL(8)	1		1.250							0.000	-3.487	1.250				20.250		16.763
MAY 2019	(2)VL(1)FL(2)SL	VL(6-7)FL(8)SL(9-10)			1.250		1	2				0.000	-5.237	1.250			2	19.500		14.263
JUNE 2019	NONE				1.250							0.000	-3.987	1.250				20.750		16.763
JULY 2019	NONE				1.250							0.000	-2.737	1.250				22.000		19.263
AUGUST 2019	NONE				1.250							0.000	-1.487	1.250				23.250		21.763
SEPTEMBER 2019	NONE				1.250							0.000	-0.237	1.250				24.500		24.263
OCTOBER 2019	NONE				1.250							0.000	1.013	1.250				25.750		26.763
NOVEMBER 2019	NONE				1.250							0.000	2.263	1.250				27.000		29.263
DECEMBER 2019	(3)SPL (1) TO VL((4)FL(30)MONE	SPL(16,1-19)FL(20,23,26-27)	3		1.250		3	1				0.000	-0.487	1.250		30		-1.750		-2.237



PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL			
			SPL/PL	OTHERS	EARNE	M-IZATIO N	FL	VL	ABSENCE/ UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARNE	ABSENCE/ UNDERTIME W/ PAY	MONE/ IZATIO N		SL	BALANC E	ABSENCE/ UNDERTIME W/O PAY
JANUARY 2012	(30)MONE				1.250	15						0.000	22.399		1.250		15	66.500		88.899
FEBRUARY 2012					1.250							0.000	23.649		1.250			67.750		91.399
MARCH 2012					1.250							0.000	24.899		1.250			69.000		93.899
APRIL 2012	(2)SPL	SPL(25,26)	2		1.250							0.000	26.149		1.250			70.250		96.399
MAY 2012	(1)SPL		1		1.250							0.000	27.399		1.250			71.500		98.899
JUNE 2012					1.250							0.000	28.649		1.250			72.750		101.399
JULY 2012					1.250							0.000	29.899		1.250			74.000		103.899
AUGUST 2012					1.250							0.000	31.149		1.250			75.250		106.399
SEPTEMBER 2012					1.250							0.000	32.399		1.250			76.500		108.899
OCTOBER 2012	(00.00.02)T	T(29)			1.250					2		0.004	33.645		1.250			77.750		111.395
NOVEMBER 2012					1.250							0.000	34.895		1.250			79.000		113.895
DECEMBER 2012	(5)FL(30)MONE				1.250	15	5					0.000	16.145		1.250		15	65.250		81.395
JANUARY 2013					1.250							0.000	17.395		1.250			66.500		83.895
FEBRUARY 2013					1.250							0.000	18.645		1.250			67.750		86.395
MARCH 2013	(00.00.01)T	T(19)			1.250					1		0.002	19.893		1.250			69.000		88.893
APRIL 2013	(01.00.00)SPL	SPL(8)	1		1.250							0.000	21.143		1.250			70.250		91.393
MAY 2013					1.250							0.000	22.393		1.250			71.500		93.893
JUNE 2013					1.250							0.000	23.643		1.250			72.750		96.393
JULY 2013					1.250							0.000	24.893		1.250			74.000		98.893
AUGUST 2013	(1)SPL	SPL(2)	1		1.250							0.000	26.143		1.250			75.250		101.393
SEPTEMBER 2013					1.250							0.000	27.393		1.250			76.500		103.893
OCTOBER 2013					1.250							0.000	28.643		1.250			77.750		106.393
NOVEMBER 2013	(29)MONE				1.250	15						0.000	14.893		1.250		14	65.000		79.893
DECEMBER 2013	(1)SPL(5)FL	SPL(18)FL(19,20,23,26,27)	1		1.250		5					0.000	11.143		1.250			66.250		77.393
JANUARY 2014	(00.00.02)T	T(3)			1.250					2		0.004	12.388		1.250			67.500		79.888
FEBRUARY 2014					1.250							0.000	13.638		1.250			68.750		82.388
MARCH 2014					1.250							0.000	14.888		1.250			70.000		84.888
APRIL 2014	(1)SPL	SPL(8)	1		1.250							0.000	16.138		1.250			71.250		87.388
MAY 2014					1.250							0.000	17.388		1.250			72.500		89.888
JUNE 2014					1.250							0.000	18.638		1.250			73.750		92.388
JULY 2014					1.250							0.000	19.888		1.250			75.000		94.888
AUGUST 2014					1.250							0.000	21.138		1.250			76.250		97.388
SEPTEMBER 2014					1.250							0.000	22.388		1.250			77.500		99.888
OCTOBER 2014					1.250							0.000	23.638		1.250			78.750		102.388
NOVEMBER 2014					1.250							0.000	24.888		1.250			80.000		104.888
DECEMBER 2014	(5)FL(2)SPL(29)mone	FL(12,15+18)SPL(19,22)	2		1.250	15	5					0.000	6.138		1.250		14	67.250		73.388
JANUARY 2015	(1)SPL	SPL(30)	1		1.250							0.000	7.388		1.250			68.500		75.888
FEBRUARY 2015					1.250							0.000	8.638		1.250			69.750		78.388
MARCH 2015	(2)SPL	SPL(5,6)	2		1.250							0.000	9.888		1.250			71.000		80.888
APRIL 2015					1.250							0.000	11.138		1.250			72.250		83.388
MAY 2015	(3)VL(3)FL	VL(19)FL(14,15)			1.250		3	3				0.000	6.388		1.250			73.500		79.888
JUNE 2015	NONE				1.250							0.000	7.638		1.250			74.750		82.388
JULY 2015	NONE				1.250							0.000	8.888		1.250			76.000		84.888
AUGUST 2015	NONE				1.250							0.000	10.138		1.250			77.250		87.388
SEPTEMBER 2015	NONE				1.250							0.000	11.388		1.250			78.500		89.888
OCTOBER 2015	(1)SL	SL(9)			1.250							0.000	12.638		1.250		1	78.750		91.388
NOVEMBER 2015	NONE				1.250							0.000	13.888		1.250			80.000		93.888
DECEMBER 2015	(44)MONE				1.250	22						0.000	-6.862		1.250		22	59.250		52.388



PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL			
			SPL/PL	OTHERS	EARNE	M IZATIO N	FL	VL	ABSENCE/ UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARNE	ABSENCE/ UNDERTIME W/PAY	MONET IZATIO N		SL	BALANC E	ABSENCE/ UNDERTIME W/O PAY
JANUARY 2008	(2)SPL	SPL(10,11)	2		1.250						0.000	35.935		1.250				54.500		90.435
FEBRUARY 2008	(1)SPL (1)SL	SPL(8) SL(22)	1		1.250						0.000	37.185		1.250			1	54.750		91.935
MARCH 2008					1.250						0.000	38.435		1.250				56.000		94.435
APRIL 2008	(2)FL	FL(8,9)			1.250		2				0.000	37.685		1.250				57.250		94.935
MAY 2008					1.250						0.000	38.935		1.250				58.500		97.435
JUNE 2008					1.250						0.000	40.185		1.250				59.750		99.935
JULY 2008					1.250						0.000	41.435		1.250				61.000		102.435
AUGUST 2008					1.250						0.000	42.685		1.250				62.250		104.935
SEPTEMBER 2008					1.250						0.000	43.935		1.250				63.500		107.435
OCTOBER 2008					1.250						0.000	45.185		1.250				64.750		109.935
NOVEMBER 2008					1.250						0.000	46.435		1.250				66.000		112.435
DECEMBER 2008	(3)FL	FL(22-24)			1.250		3				0.000	44.685		1.250				67.250		111.935
JANUARY 2009					1.250						0.000	45.935		1.250				68.500		114.435
FEBRUARY 2009					1.250						0.000	47.185		1.250				69.750		116.935
MARCH 2009					1.250						0.000	48.435		1.250				71.000		119.435
APRIL 2009	(1)SPL	SPL(8)	1		1.250						0.000	49.685		1.250				72.250		121.935
MAY 2009	(1)SPL	SPL(26)	1		1.250						0.000	50.935		1.250				73.500		124.435
JUNE 2009					1.250						0.000	52.185		1.250				74.750		126.935
JULY 2009					1.250						0.000	53.435		1.250				76.000		129.435
AUGUST 2009					1.250						0.000	54.685		1.250				77.250		131.935
SEPTEMBER 2009	(00.04.06)T	TT(1,2)			1.250				4	6	0.512	55.424		1.250				78.500		133.924
OCTOBER 2009	(2)FL	FL(15-16)			1.250		2				0.000	54.674		1.250				79.750		134.424
NOVEMBER 2009	(00.00.07)T				1.250					1	0.002	55.922		1.250				81.000		136.922
DECEMBER 2009	(1)PL(3)FL(1)SL(7(MINS.)UT	PL(29) FL(22,23,28) SL(11)	1		1.250		3			7	0.015	54.157		1.250			1	81.250		135.407
JANUARY 2010					1.250						0.000	55.407		1.250				82.500		137.907
FEBRUARY 2010	(1)SPL	SPL(5)	1		1.250						0.000	56.657		1.250				83.750		140.407
MARCH 2010					1.250						0.000	57.907		1.250				85.000		142.907
APRIL 2010	(1)SPL	SPL(8)	1		1.250						0.000	59.157		1.250				86.250		145.407
MAY 2010	(1)SPL(4)SL	SPL(8) SL(11-14)	1		1.250						0.000	60.407		1.250			4	83.500		143.907
JUNE 2010	(1)FL	FL(11)			1.250		1				0.000	60.657		1.250				84.750		145.407
JULY 2010					1.250						0.000	61.907		1.250				86.000		147.907
AUGUST 2010					1.250						0.000	63.157		1.250				87.250		150.407
SEPTEMBER 2010					1.250						0.000	64.407		1.250				88.500		152.907
OCTOBER 2010					1.250						0.000	65.657		1.250				89.750		155.407
NOVEMBER 2010					1.250						0.000	66.907		1.250				91.000		157.907
DECEMBER 2010	(4)FL(3)VL(30)MONE	FL(23,28-30) VL(20-22)			1.250		18	4	3		0.000	43.157		1.250			12	80.250		123.407
JANUARY 2011					1.250						0.000	44.407		1.250				81.500		125.907
FEBRUARY 2011					1.250						0.000	45.657		1.250				82.750		128.407
MARCH 2011					1.250						0.000	46.907		1.250				84.000		130.907
APRIL 2011	(1)SPL(2)VL(00.00.03)T	SPL(8) TT(3,14) VL(6,7)	1		1.250			2		3	0.006	46.151		1.250				85.250		131.401
MAY 2011					1.250						0.000	47.401		1.250				86.500		133.901
JUNE 2011					1.250						0.000	48.651		1.250				87.750		136.401
JULY 2011	(2)SPL(00.00.01)T	TT(27) SPL(8,25)	2		1.250					1	0.002	49.899		1.250				89.000		138.899
AUGUST 2011					1.250						0.000	51.149		1.250				90.250		141.399
SEPTEMBER 2011					1.250						0.000	52.399		1.250				91.500		143.899
OCTOBER 2011					1.250						0.000	53.649		1.250				92.750		146.399
NOVEMBER 2011	(30)MONE				1.250		15				0.000	39.899		1.250			15	79.000		118.899
DECEMBER 2011	(5)FL	FL(22,23,26-28)			1.250		5				0.000	36.149		1.250				80.250		116.399



PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL			
			SPL/PL	OTHERS	EARNE	M IZATIO N	FL	VL	ABSENCE/ UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARNE	ABSENCE/ UNDERTIME W/PAY	MONET IZATIO N		SL	BALANC E	ABSENCE/ UNDERTIME W/O PAY
JANUARY 2004					1.250							0.000	-3.065		1.250			-5.500		-8.565
FEBRUARY 2004					1.250							0.000	-1.815		1.250			-4.250		-6.065
MARCH 2004					1.250							0.000	-0.565		1.250			-3.000		-3.565
APRIL 2004					1.250							0.000	0.685		1.250			-1.750		-1.065
MAY 2004	(3)SPL	SPL(16-18)	3		1.250							0.000	1.935		1.250			-0.500		1.435
JUNE 2004					1.250							0.000	3.185		1.250			0.750		3.935
JULY 2004					1.250							0.000	4.435		1.250			2.000		6.435
AUGUST 2004					1.250							0.000	5.685		1.250			3.250		8.935
SEPTEMBER 2004	NONE				1.250							0.000	6.935		1.250			4.500		11.435
OCTOBER 2004	NONE				1.250							0.000	8.185		1.250			5.750		13.935
NOVEMBER 2004	NONE				1.250							0.000	9.435		1.250			7.000		16.435
DECEMBER 2004	(5)FL	FL(21-23,28,29)			1.250		5					0.000	5.685		1.250			8.250		13.935
JANUARY 2005					1.250							0.000	6.935		1.250			9.500		16.435
FEBRUARY 2005					1.250							0.000	8.185		1.250			10.750		18.935
MARCH 2005					1.250							0.000	9.435		1.250			12.000		21.435
APRIL 2005	(1)SPL	SPL(12)	1		1.250							0.000	10.685		1.250			13.250		23.935
MAY 2005					1.250							0.000	11.935		1.250			14.500		26.435
JUNE 2005					1.250							0.000	13.185		1.250			15.750		28.935
JULY 2005					1.250							0.000	14.435		1.250			17.000		31.435
AUGUST 2005	(2) FL	FL(8,9)			1.250		2					0.000	13.685		1.250			18.250		31.935
SEPTEMBER 2005					1.250							0.000	14.935		1.250			19.500		34.435
OCTOBER 2005					1.250							0.000	16.185		1.250			20.750		36.935
NOVEMBER 2005					1.250							0.000	17.435		1.250			22.000		39.435
DECEMBER 2005	(3)FL,(2) SPL,(1)VL	FL(21-23), SPL(28), VL(29)	2		1.250		3	1				0.000	14.685		1.250			23.250		37.935
JANUARY 2006	(1)SPL	SPL(2)	1		1.250							0.000	15.935		1.250			24.500		40.435
FEBRUARY 2006					1.250							0.000	17.185		1.250			25.750		42.935
MARCH 2006	(1)SPL	SPL(28)	1		1.250							0.000	18.435		1.250			27.000		45.435
APRIL 2006					1.250							0.000	19.685		1.250			28.250		47.935
MAY 2006					1.250							0.000	20.935		1.250			29.500		50.435
JUNE 2006	(1)SPL	SPL(29)	1		1.250							0.000	22.185		1.250			30.750		52.935
JULY 2006					1.250							0.000	23.435		1.250			32.000		55.435
AUGUST 2006					1.250							0.000	24.685		1.250			33.250		57.935
SEPTEMBER 2006					1.250							0.000	25.935		1.250			34.500		60.435
OCTOBER 2006					1.250							0.000	27.185		1.250			35.750		62.935
NOVEMBER 2006					1.250							0.000	28.435		1.250			37.000		65.435
DECEMBER 2006	(5)FL	FL(21,22,27-29)			1.250		5					0.000	24.685		1.250			38.250		62.935
JANUARY 2007	(1)SPL	SPL(2)	1		1.250							0.000	25.935		1.250			39.500		65.435
FEBRUARY 2007					1.250							0.000	27.185		1.250			40.750		67.935
MARCH 2007					1.250							0.000	28.435		1.250			42.000		70.435
APRIL 2007					1.250							0.000	29.685		1.250			43.250		72.935
MAY 2007					1.250							0.000	30.935		1.250			44.500		75.435
JUNE 2007	(2)SPL	SPL(26-27)	2		1.250							0.000	32.185		1.250			45.750		77.935
JULY 2007					1.250							0.000	33.435		1.250			47.000		80.435
AUGUST 2007	(1)FL	FL(21)			1.250		1					0.000	33.685		1.250			48.250		81.935
SEPTEMBER 2007					1.250							0.000	34.935		1.250			49.500		84.435
OCTOBER 2007					1.250							0.000	36.185		1.250			50.750		86.935
NOVEMBER 2007					1.250							0.000	37.435		1.250			52.000		89.435
DECEMBER 2007	(4)FL	FL(21,26-28)			1.250		4					0.000	34.685		1.250			53.250		87.935



PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL				
			SPL/PL	OTHERS	EARNE	M IZATIO N	FL	VL	ABSENCE/ UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARNE	ABSENCE/ UNDERTIME W/ PAY	MONET IZATIO N		SL	BALANC E	ABSENCE/ UNDERTIME W/O PAY	
JANUARY 2000					1.250							0.000	5.257	0.000	1.250			32.500		37.757	0.000
FEBRUARY 2000					1.250							0.000	6.507		1.250			33.750		40.257	
MARCH 2000					1.250							0.000	7.757		1.250			35.000		42.757	
APRIL 2000					1.250							0.000	9.007		1.250			36.250		45.257	
MAY 2000	(3)VL (1)SPL	VL(10,18-19) SPL(11)	1		1.250			3				0.000	7.257		1.250			37.500		44.757	
JUNE 2000					1.250							0.000	8.507		1.250			38.750		47.257	
JULY 2000	(20)MONE				1.250	10						0.000	-0.243		1.250	10		30.000		29.757	
AUGUST 2000					1.250							0.000	1.007		1.250			31.250		32.257	
SEPTEMBER 2000	(2)SPL	SPL(25,27)	2		1.250							0.000	2.257		1.250			32.500		34.757	
OCTOBER 2000	(2)VL (5)SL	VL(5-6) SL(9-11,16,17)			1.250			2				0.000	1.507		1.250		5	28.750		30.257	
NOVEMBER 2000					1.250							0.000	2.757		1.250			30.000		32.757	
DECEMBER 2000	(30)MONE				1.250	5						0.000	-0.993		1.250	25		6.250		5.257	
JANUARY 2001					1.250							0.000	0.257		1.250			7.500		7.757	
FEBRUARY 2001					1.250							0.000	1.507		1.250			8.750		10.257	
MARCH 2001					1.250							0.000	2.757		1.250			10.000		12.757	
APRIL 2001					1.250							0.000	4.007		1.250			11.250		15.257	
MAY 2001	(3)SPL(3)FL	SPL(21-23)FL(28-30)	3		1.250		3					0.000	2.257		1.250			12.500		14.757	
JUNE 2001	(1)SL	SL(29)			1.250							0.000	3.507		1.250		1	12.750		16.257	
JULY 2001	(30)MONE				1.250	5						0.000	-0.243		1.250	25		-11.000		-11.243	
AUGUST 2001	NONE				1.250							0.000	1.007		1.250			-9.750		-8.743	
SEPTEMBER 2001	NONE				1.250							0.000	2.257		1.250			-8.500		-6.243	
OCTOBER 2001	NONE				1.250							0.000	3.507		1.250			-7.250		-3.743	
NOVEMBER 2001	(3)SPL TO FL/VL	SPL(6-8)			1.250		2	1				0.000	1.757		1.250			-6.000		-4.243	
DECEMBER 2001					1.250							0.000	3.007		1.250			-4.750		-1.743	
JANUARY 2002	NONE				1.250							0.000	4.257		1.250			-3.500		0.757	
FEBRUARY 2002	(2)FL				1.250		2					0.000	3.507		1.250			-2.250		1.257	
MARCH 2002					1.250							0.000	4.757		1.250			-1.000		3.757	
APRIL 2002					1.250							0.000	6.007		1.250			0.250		6.257	
MAY 2002					1.250							0.000	7.257		1.250			1.500		8.757	
JUNE 2002	(2)FL				1.250		2					0.000	6.507		1.250			2.750		9.257	
JULY 2002	NONE				1.250							0.000	7.757		1.250			4.000		11.757	
AUGUST 2002	(00.05,19)T	T(1-2,5-8,12-16,19-23,26-30)			1.250				5	19		0.665	8.343		1.250			5.250		13.593	
SEPTEMBER 2002	(00.06,54)T	T(2-6,9-10,12,16-20,23,25-27,30)			1.250				6	54		0.862	8.731		1.250			6.500		15.231	
OCTOBER 2002	(00.17,15)T	T(1-2,7-11,14-18,21-25,28-30)			1.250				17	15		2.156	7.825		1.250			7.750		15.575	
NOVEMBER 2002	(1)FL (30)MONE(00.22,33)T	FL(25)T(4-8,11-15,18-22,26-29)			1.250		1		22	33		2.819	5.256		1.250		30	-21.000		-15.744	
DECEMBER 2002	(2)SPL(00.14,11)T	SPL(4-5)T(2-9,13,16-17,19-	2		1.250				14	11		1.773	4.733		1.250			-19.750		-15.017	
JANUARY 2003	(00.10,19)T	T(2,6-10,13-17,20-24,27-31)			1.250				10	19		1.290	4.694		1.250			-18.500		-13.806	
FEBRUARY 2003	(00.09,20)T	T(3-7,10,14,17-19,21,24,26-28)			1.250				9	20		1.167	4.777		1.250			-17.250		-12.473	
MARCH 2003	(00.08,44)T	T(3-4,6,10-14,17,19-21,24-			1.250				8	44		1.092	4.935		1.250			-16.000		-11.065	
APRIL 2003	(2)SPL(00.11,45)T	SPL(8,14)T(1-4,9-11,15,21-24,28-	2		1.250				11	45		1.469	4.717		1.250			-14.750		-10.034	
MAY 2003	(00.17,10)T	T(5-9,12-16,19-23,26,2-30)			1.250				17	10		2.146	3.821		1.250		2	-15.500		-11.679	
JUNE 2003	(00.23,28)T	T(1-4,6,9-12,16-20,23-27,30)			1.250				23	28		2.933	2.137		1.250			-14.250		-12.113	
JULY 2003	(2)FL(00.08,15)T	FL(24-25)T(1-4,11,16-18,21-			1.250	2			8	15		1.031	0.356		1.250			-13.000		-12.644	
AUGUST 2003	(00.22,27)T	T(5-8,11-15,18-21,30-31)			1.250				22	27		2.806	-1.200		1.250			-11.750		-12.950	
SEPTEMBER 2003	(00.27,39)T	T(1-2,8-12,15-16,22-26,29-30)			1.250				27	39		3.456	-3.406		1.250			-10.500		-13.906	
OCTOBER 2003	(00.13,16)T	T(1-3,6-10,13-15)			1.250				13	16		1.658	-3.815		1.250			-9.250		-13.065	
NOVEMBER 2003	NONE				1.250							0.000	-2.565		1.250			-8.000		-10.565	
DECEMBER 2003	(3)FL (1)PL	FL(22-23,29) PL(30)	1		1.250		3					0.000	-4.315		1.250			-6.750		-11.065	



Name : DIWA, DAN L.  
Position : CARTOGRAPHER II

First Day of Government Service : DECEMBER 22, 1995  
Date of Promotional Appointment : AUGUST 1, 2003

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL						
			SPL/PL	OTHERS	EARNED	MONETIZATION	FL	VL	ABSENCE/UNDERTIME/TARDINESS			VALUE	BALANCE	ABSENCE/UNDERTIME W/O PAY	EARNED	MONETIZATION		SL	BALANCE	ABSENCE/UNDERTIME W/O PAY			
APRIL 1996					1.250								0.000	1.25			1.250				1.250		2.500
MAY 1996					1.250								0.000	2.500			1.250				2.500		5.000
JUNE 1996					1.250								0.000	3.750			1.250				3.750		7.500
JULY 1996					1.250								0.000	5.000			1.250				5.000		10.000
AUGUST 1996					1.250								0.000	6.250			1.250				6.250		12.500
SEPTEMBER 1996					1.250								0.000	7.500			1.250				7.500		15.000
OCTOBER 1996					1.250								0.000	8.750			1.250				8.750		17.500
NOVEMBER 1996					1.250								0.000	10.000			1.250				10.000		20.000
DECEMBER 1996	(4.5)FL-M				1.250		4		0.562		4	30	0.000	6.689			1.250				11.250		17.939
JANUARY 1997					1.250								0.000	7.939			1.250				12.500		20.439
FEBRUARY 1997					1.250								0.000	9.189			1.250				13.750		22.939
MARCH 1997					1.250								0.000	10.439			1.250				15.000		25.439
APRIL 1997					1.250								0.000	11.689			1.250				16.250		27.939
MAY 1997	(7)PAT.L			7	1.250								0.000	12.939			1.250				17.500		30.439
JUNE 1997					1.250								0.000	14.189			1.250				18.750		32.939
JULY 1997					1.250								0.000	15.439			1.250				20.000		35.439
AUGUST 1997					1.250								0.000	16.689			1.250				21.250		37.939
SEPTEMBER 1997					1.250								0.000	17.939			1.250				22.500		40.439
OCTOBER 1997	(7)SL				1.250								0.000	19.189			1.250			7	16.750		35.939
NOVEMBER 1997					1.250								0.000	20.439			1.250				18.000		38.439
DECEMBER 1997	(5)FL-M				1.250		5						0.000	16.689			1.250				19.250		35.939
JANUARY 1998					1.250								0.000	17.939			1.250				20.500		38.439
FEBRUARY 1998					1.250								0.000	19.189			1.250				21.750		40.939
MARCH 1998	(2)SL				1.250								0.000	20.439			1.250			2	21.000		41.439
APRIL 1998					1.250								0.000	21.689			1.250				22.250		43.939
MAY 1998					1.250								0.000	22.939			1.250				23.500		46.439
JUNE 1998					1.250								0.000	24.189			1.250				24.750		48.939
JULY 1998					1.250								0.000	25.439			1.250				26.000		51.439
AUGUST 1998					1.250								0.000	26.689			1.250				27.250		53.939
SEPTEMBER 1998					1.250								0.000	27.939			1.250				28.500		56.439
OCTOBER 1998					1.250								0.000	29.189			1.250				29.750		58.939
NOVEMBER 1998	(5)FL (2)VL (00.01.40)T				1.250		5	2	0.208		1	40	0.000	23.230			1.250				31.000		54.230
DECEMBER 1998					1.250								0.000	24.480			1.250				32.250		56.730
JANUARY 1999	(00.03.00)T				1.250						3		0.375	25.355			1.250				33.500		58.855
FEBRUARY 1999	(00.00.30)T (1)VL				1.250			1				30	0.062	25.544			1.250				34.750		60.294
MARCH 1999	(00.00.18)T				1.250							18	0.037	26.757			1.250				36.000		62.757
APRIL 1999	(1)PL-VL (4)VL (4)FL				1.250		4	5					0.000	19.007			1.250				37.250		56.257
MAY 1999	(1)SL				1.250								0.000	20.257			1.250			1	37.500		57.757
JUNE 1999					1.250								0.000	21.507			1.250				38.750		60.257
JULY 1999					1.250								0.000	22.757			1.250				40.000		62.757
AUGUST 1999					1.250								0.000	24.007			1.250				41.250		65.257
SEPTEMBER 1999	(7)PAT.L			7	1.250								0.000	25.257			1.250				42.500		67.757
OCTOBER 1999					1.250								0.000	26.507			1.250				43.750		70.257
NOVEMBER 1999	(3)ML (10)MONE			3	1.250		10						0.000	17.757			1.250				45.000		62.757
DECEMBER 1999	(30)MONE (1)FL-M				1.250		15						0.000	4.007			1.250			15	31.250		35.257





Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
Mamburao, Occidental Mindoro

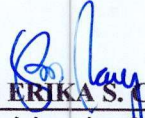
**CERTIFICATION OF LEAVE CREDITS**

**To Whom It May Concern:**

This is to certify that based on record of this Office, **DAN L. DIWA**  
**Cartographer II** has the following accumulated leave credits  
as of **April 08, 2022** computed as follows:

Vacation Leave .....	23.569 days
Sick Leave .....	27.333 days
Total .....	<u><b>50.902</b></u> days

Issued this **Wednesday, July 20, 2022** upon the request of the above personnel for  
whatever legal purpose it may serve.

  
**VON ERIKA S. CAUSAPIN**  
Administrative Officer IV /  
Human Resources Management Officer II





Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
Mamburao, Occidental Mindoro

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Administrative Officer IV /  
Human Resources Management Officer II





Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
Mamburao, Occidental Mindoro

**CERTIFICATION OF LEAVE CREDITS**

**To Whom It May Concern:**

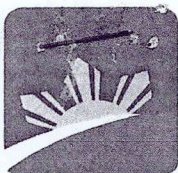
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Administrative Officer IV /  
Human Resources Management Officer II





**PASEGURAHAN NG MGA NAGLILINGKOD SA PAMAHALAAN  
(GOVERNMENT SERVICE INSURANCE SYSTEM)  
BATANGAS BRANCH OFFICE  
Brgy. Alangilan, Batangas City**

Dear Mr. Dan L. Diwa,

**Congratulations on your retirement!**

**Your dedicated service in the government has earned you a package of GSIS benefits and privileges that you can enjoy now and in the future.**

**These include the following:**

1. **Cash Surrender Value.** This is the amount of money that you, as a policyholder, will receive for the termination of your GSIS life insurance policy before its maturity. Like your retirement benefit, the proceeds are credited to your e Card account.

2. **Monthly Pension**

- If you chose the 18-month cash-payment retirement option, you have to enroll for the pensioner's e Card to enable us to start crediting your monthly pension. GSIS pension is credited on the eight day of every month in the pensioner's e Card or UMID card.
- If you availed of the five-year lump sum retirement option, you need to apply for resumption of pension one month before the end of five years from date of retirement to start enjoying your monthly pension.

3. **Pension Loan**

Old-age pensioners may apply for this loan through the GSIS Wireless Automated Processing System (GWAPS) kiosk. The loan proceeds may also be withdrawn from any ATM using your eCard or UMID card.

The amount you may borrow will depend on your age. The loan is payable in two years and may be renewed after it has been paid in full. Since it is covered by a loan redemption insurance, the balance will be deemed fully paid in the event of your demise.

4. **Christmas cash gift and pension increase**

These benefits are granted to all old-age and disability pensioners with at least 15 years of service.

If you retired with an 18-month cash payment and immediate pension, you will enjoy the Christmas cash gift and pension increase five years after receiving your pension.

If you retired with a five-year lumpsum, you will be entitled to these benefits five years from the date of your retirement.

5. **Funeral and Survivorship Benefits and the subsequent transfer of monthly pension to your surviving legal spouse (50% of your pension) and minor/incapacitated children (10% of your pension).**

Please keep in mind that because these benefits have a prescriptive period, application should be submitted within four years from the pensioner's demise.

6. **Pensioner's conferences**

Form new friendships and renew old ones by attending pensioner's conferences, which are usually held in May (during GSIS's anniversary) and December.



For queries or concerns, visit our Pensioner's Lounge in any GSIS branch office from 8 a.m. to 5 p.m. Mondays to Fridays. You may also email us at [gsiscare@gsis.gov.ph](mailto:gsiscare@gsis.gov.ph), visit our website ([www.gsis.gov.ph](http://www.gsis.gov.ph)) or call our 24/7 Contact Center at the following numbers :

- Landline ( Metro Manila) : (02)847-4747
- For Globe or TM users

(Free for both Globe landline and mobile phone as long as with P8.00 load)


- : 1-800-8-847-4747
- For Smart, Sun, or Talk 'N Text users  
(Flat rate of P8.00 per call from mobile phone)

: 1-800-10-847-4747

Please feel free to relay to us your concerns any time. We assure you that we will always be here to serve you. After all, providing responsive service to all our members- whether active or retired-remains our outmost commitment.

We wish you an enjoyable and fulfilling life ahead.

Sincerely,

  
MABEL A. DE GUZMAN  
Branch Manager

\*If you opted to retire under RA 1616, the only "take-all and no-pension" retirement law, your agency will pay your retirement gratuity, while the GSIS will refund your retirement premiums(personal share with interest and government share without interest)and pay your cash surrender value. Eventually, your survivor will be entitled only to funeral benefit if you are at least 60 years old and have rendered at least 20 years of service upon retirement.



REPUBLIC OF THE PHILIPPINES  
GOVERNMENT SERVICE INSURANCE SYSTEM  
MAMBURAO SATELLITE OFFICE  
RIZAL ST., BRGY 1, MAMBURAO, OCC MINDORO 5106

06/22/2022

MR./MS. DAN L. DIWA  
CAPITOL VILLAGE SUBD BRGY PAYOMPON MAMBURAO  
MINDORO OCCIDENT 04B PH

RETIREMENT NO.: RA 8291R0207999007  
REF CLAIM NO. : RA 8291R0207999007312100220622  
BP NUMBER : 2000899086

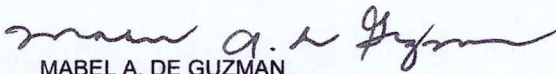
SIR/MADAM:

PLEASE BE INFORMED THAT YOUR APPLICATION FOR RETIREMENT UNDER RA 8291, EFFECTIVE 04/09/2022 AT AGE 65.00 YRS. HAS BEEN APPROVED BY THIS OFFICE. THIS APPROVAL WILL ALSO SERVE AS CLEARANCE FROM GSIS FOR PAYMENT OF YOUR TERMINAL LEAVE AND OTHER BENEFITS PAYABLE BY YOUR EMPLOYER.

THE BENEFIT TO WHICH YOU ARE ENTITLED IS STATED BELOW:

5YR LUMP SUM PLUS PENSION AFTER 5 YRS IF LIVING.

THIS ALSO SERVES AS A CERTIFICATION FOR PURPOSES OF AVAILING PHILHEALTH BENEFITS UNDER REPUBLIC ACT NO. 7875. DATED FEB 14, 1995. THOSE RETIREES UNDER R.A. 660. R.A. 1616. P.D 1146 AND P.D. 1184 SHOULD BE 60 YEARS OF AGE UPON AVAILMENT OF BENEFITS.  
VERY TRULY YOURS,

  
MABEL A. DE GUZMAN  
MANAGER

COPY FURNISHED:

THE ADMINISTRATIVE OFFICER  
DENR, PENRO MAMBURAO

THE REGIONAL DIRECTOR  
CIVIL SERVICE COMMISSION  
QUEZON CITY



GOVERNMENT SERVICE INSURANCE SYSTEM  
MAMBURAO SATELLITE OFFICE  
RIZAL ST., BRGY 1, MAMBURAO, OCC MINDORO 5106  
RETIREMENT BENEFIT VOUCHER

BP NUMBER : 2000899086 DAN L. DIWA CAPITOL VILLAGE SUBD BRGY PAYOMPON MAMBURAO MINDORO OCCIDENTAL 5106 LAST EMPLOYER: DENR, PENRO MAMBURAO MAMBURAO OCCIDENTAL MINDORO 5106 04B PH	RET NO. : RA 8291R0207999007 REF CLAIM ID : RA 8291R020799900731210 DATE OF RETIREMENT : 04/09/2022 POLICY NO. : CM00000548368 PERIODS W/ PAID PREMIUMS : 23.54650729
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FOR THE PAYMENT OF: RA - 8291 5YR LS PLUS PENSION AFTER 5 YRS  
AGE : 65.00

5YR LUMP SUM FROM	04/09/2022 TO 04/08/2027 AT 11,339.39	680,363
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ADD:

LESS:

CNL	177,483.65
EML	11,240.41

TOTAL DEDUCTION	188,724
NET PROCEEDS	491,639

NOTE: MONTHLY PENSION IN THE AMT OF P 11,339.39 TO RESUME ON 04/09/2027 IF LIVING.

PROCEEDS CREDITED TO:

NAME: DAN L DIWA	PRN: 220003401489	491,639.34
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CERTIFIED CORRECT:

MARIA CORAZON M. GUERRA  
STAFF OFFICER III

APPROVED FOR PAYMENT:

MARIEL C. ACLAN  
OFFICER I/II

POST-AUDITED AND ALLOWED IN THE AMOUNT OF P 491,639.34  
PRN: 220003401489      DATE: 06/27/2022

-----  
AUDITOR'S REPRESENTATIVE

-----  
AUDITOR



## GOVERNMENT SERVICE INSURANCE SYSTEM

## MAMBURAO

## RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS &amp; DEDUCTIONS

NAME : DAN L. DIWA  
 ADDRESS : CAPITOL VILLAGE SUBD BRGY PAYOMPON  
 MAMBURAO MINDORO OCCIDENT 04B PH

BP NO. : 2000899086  
 ID NO. : 57040802012  
 RET DATE : 04/09/2022  
 RET NO. : RA 8291R0207999007

DESCRIPTION		CREDIT	DEDUCTION	BALANCE
PREMS	: PS PREMIUMS	0.00		
	GS PREMIUMS	0.00		
	INTEREST ON PREMIUMS	0.00		
	EXCESS PREMIUMS (PS)	0.00		
	EXCESS PREMIUMS (GS)	0.00		
ELA	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	INTEREST CREDIT	0.00		
	ELARI BENEFIT	0.00		
	ELARI PREMIUM REFUND	0.00		
	ELARI BALANCE		0.00	
EL	: EXCESS PYMT/BALANCE	0.00	11,240.41	11,240.41
	INTEREST		0.00	
	SURCHARGE		0.00	
	INTEREST CREDIT	0.00		
	ELRI BENEFIT	0.00		
	ELRI PREMIUM REFUND	0.00		
	ELRI BALANCE		0.00	
SL	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	INTEREST CREDIT	0.00		
	SLRI BENEFIT	0.00		
	SLRI PREMIUM REFUND	0.00		
	SLRI BALANCE		0.00	
SOS/CNL	: EXCESS PYMT/BALANCE	0.00	169,110.37	177,480.00
	INTEREST		7,902.68	
	SURCHARGE		0.00	
	SOS/CONSO RI BENEFIT	0.00		
	SOS/CONSO PREMIUM REFUND	0.00		
	ACCRUED INTEREST		0.00	
	CURRENT INTEREST		0.00	
	SOS/CONSO RI BALANCE		470.60	
CA/ECAP	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	INTEREST DISCOUNT	0.00		
	CARI BENEFIT	0.00		
	CARI PREMIUM REFUND	0.00		
	CA RI BALANCE		0.00	
REL/LCH	: ARREARS	0.00		
EAL	: BALANCE		0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	EAL RI BALANCE	0.00		
	EAL RI BALANCE		0.00	
HLP	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST	0.00	0.00	
	SURCHARGE		0.00	
	RI BENEFIT			
	RI PREMIUM REFUND			
	RI BALANCE		0.00	
PEN	: EXCESS PYMT/BALANCE		0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
PEL	: EXCESS PYMT/BALANCE		0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
GFL	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	



## GOVERNMENT SERVICE INSURANCE SYSTEM

MAMBURAO

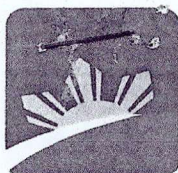
## RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS &amp; DEDUCTIONS

NAME : DAN L. DIWA  
 ADDRESS : CAPITOL VILLAGE SUBD BRGY PAYOMPON  
 MAMBURAO MINDORO OCCIDENT 04B PH

BP NO. : 2000899086  
 ID NO. : 57040802012  
 RET DATE : 04/09/2022  
 RET NO. : RA 8291R0207999007

DESCRIPTION		CREDIT	DEDUCTION	BALANCE
	SURCHARGE		0.00	
	RI BENEFIT			
	RI PREMIUM REFUND	0.00		
	RI BALANCE	0.00	0.00	
PRD	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
MPL	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
CPL	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
GEL	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
	OTHER CREDITS 1	0.00		
	OTHER CREDITS 2	0.00		
	OTHER DEBITS 1		0.00	
	OTHER DEBITS 2		0.00	
T O T A L S		0.00	188,724.06	188,724.06





**PASEGURUHAN NG MGA NAGLILINGKOD SA PAMAHALAAN  
(GOVERNMENT SERVICE INSURANCE SYSTEM)  
BATANGAS BRANCH OFFICE  
Brgy. Alangilan, Batangas City**

Dear Mr. Dan L. Diwa,

**Congratulations on your retirement!**

Your dedicated service in the government has earned you a package of GSIS benefits and privileges that you can enjoy now and in the future.

These include the following:

1. **Cash Surrender Value.** This is the amount of money that you, as a policyholder, will receive for the termination of your GSIS life insurance policy before its maturity. Like your retirement benefit, the proceeds are credited to your e Card account.

2. **Monthly Pension**

- If you chose the 18-month cash-payment retirement option, you have to enroll for the pensioner's e Card to enable us to start crediting your monthly pension. GSIS pension is credited on the eight day of every month in the pensioner's e Card or UMID card.
- If you availed of the five-year lump sum retirement option, you need to apply for resumption of pension one month before the end of five years from date of retirement to start enjoying your monthly pension.

3. **Pension Loan**

Old-age pensioners may apply for this loan through the GSIS Wireless Automated Processing System (GWAPS) kiosk. The loan proceeds may also be withdrawn from any ATM using your eCard or UMID card.

The amount you may borrow will depend on your age. The loan is payable in two years and may be renewed after it has been paid in full. Since it is covered by a loan redemption insurance, the balance will be deemed fully paid in the event of your demise.

4. **Christmas cash gift and pension increase**

These benefits are granted to all old-age and disability pensioners with at least 15 years of service.

If you retired with an 18-month cash payment and immediate pension, you will enjoy the Christmas cash gift and pension increase five years after receiving your pension.

If you retired with a five-year lumpsum, you will be entitled to these benefits five years from the date of your retirement.

5. **Funeral and Survivorship Benefits and the subsequent transfer of monthly pension to your surviving legal spouse (50% of your pension) and minor/incapacitated children (10% of your pension).**

Please keep in mind that because these benefits have a prescriptive period, application should be submitted within four years from the pensioner's demise.

6. **Pensioner's conferences**

Form new friendships and renew old ones by attending pensioner's conferences, which are usually held in May (during GSIS's anniversary) and December



For queries or concerns, visit our Pensioner's Lounge in any GSIS branch office from 8 a.m. to 5 p.m. Mondays to Fridays. You may also email us at [gsiscare@gsis.gov.ph](mailto:gsiscare@gsis.gov.ph), visit our website ([www.gsis.gov.ph](http://www.gsis.gov.ph)) or call our 24/7 Contact Center at the following numbers :

- Landline ( Metro Manila) : (02)847-4747
- For Globe or TM users

(Free for both Globe landline and mobile phone as long as with P8.00 load)


- : 1-800-8-847-4747
- For Smart, Sun, or Talk 'N Text users  
(Flat rate of P8.00 per call from mobile phone)

: 1-800-10-847-4747

Please feel free to relay to us your concerns any time. We assure you that we will always be here to serve you. After all, providing responsive service to all our members- whether active or retired-remains our outmost commitment.

We wish you an enjoyable and fulfilling life ahead.

Sincerely,

  
MABEL A. DE GUZMAN  
Branch Manager

\*If you opted to retire under RA 1616, the only "take-all and no-pension" retirement law, your agency will pay your retirement gratuity, while the GSIS will refund your retirement premiums(personal share with interest and government share without interest)and pay your cash surrender value. Eventually, your survivor will be entitled only to funeral benefit if you are at least 60 years old and have rendered at least 20 years of service upon retirement.



REPUBLIC OF THE PHILIPPINES  
GOVERNMENT SERVICE INSURANCE SYSTEM  
MAMBURAO SATELLITE OFFICE  
RIZAL ST., BRGY 1, MAMBURAO, OCC MINDORO 5106

06/22/2022

MR./MS. DAN L. DIWA  
CAPITOL VILLAGE SUBD BRGY PAYOMPON MAMBURAO  
MINDORO OCCIDENT 04B PH

RETIREMENT NO.: RA 8291R0207999007  
REF CLAIM NO. : RA 8291R0207999007312100220622  
BP NUMBER : 2000899086

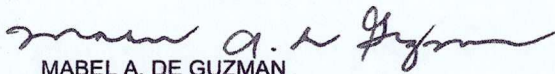
SIR/MADAM:

PLEASE BE INFORMED THAT YOUR APPLICATION FOR RETIREMENT UNDER RA 8291, EFFECTIVE 04/09/2022 AT AGE 65.00 YRS. HAS BEEN APPROVED BY THIS OFFICE. THIS APPROVAL WILL ALSO SERVE AS CLEARANCE FROM GSIS FOR PAYMENT OF YOUR TERMINAL LEAVE AND OTHER BENEFITS PAYABLE BY YOUR EMPLOYER.

THE BENEFIT TO WHICH YOU ARE ENTITLED IS STATED BELOW:

5YR LUMP SUM PLUS PENSION AFTER 5 YRS IF LIVING.

THIS ALSO SERVES AS A CERTIFICATION FOR PURPOSES OF AVAILING PHILHEALTH BENEFITS UNDER REPUBLIC ACT NO. 7875. DATED FEB 14, 1995. THOSE RETIREES UNDER R.A. 660. R.A. 1616. P.D 1146 AND P.D. 1184 SHOULD BE 60 YEARS OF AGE UPON AVAILMENT OF BENEFITS.  
VERY TRULY YOURS,

  
MABEL A. DE GUZMAN  
MANAGER

COPY FURNISHED:

THE ADMINISTRATIVE OFFICER  
DENR, PENRO MAMBURAO

THE REGIONAL DIRECTOR  
CIVIL SERVICE COMMISSION  
QUEZON CITY



GOVERNMENT SERVICE INSURANCE SYSTEM  
MAMBURAO SATELLITE OFFICE  
RIZAL ST., BRGY 1, MAMBURAO, OCC MINDORO 5106  
RETIREMENT BENEFIT VOUCHER

BP NUMBER : 2000899086 DAN L. DIWA CAPITOL VILLAGE SUBD BRGY PAYOMPON MAMBURAO MINDORO OCCIDENTAL 5106 LAST EMPLOYER: DENR, PENRO MAMBURAO MAMBURAO OCCIDENTAL MINDORO 5106 04B PH	RET NO. : RA 8291R0207999007 REF CLAIM ID : RA 8291R020799900731210 DATE OF RETIREMENT : 04/09/2022 POLICY NO. : CM00000548368 PERIODS W/ PAID PREMIUMS : 23.54650729
---	---

FOR THE PAYMENT OF: RA - 8291 5YR LS PLUS PENSION AFTER 5 YRS  
AGE : 65.00

5YR LUMP SUM FROM	04/09/2022 TO 04/08/2027 AT 11,339.39	680,363
-------------------	---------------------------------------	---------

ADD:

LESS:

CNL	177,483.65
EML	11,240.41

TOTAL DEDUCTION	188,724
NET PROCEEDS	491,639

NOTE: MONTHLY PENSION IN THE AMT OF P 11,339.39 TO RESUME ON 04/09/2027 IF LIVING.

PROCEEDS CREDITED TO:

NAME: DAN L DIWA	PRN: 220003401489	491,639.34
------------------	-------------------	------------

CERTIFIED CORRECT:

MARIA CORAZON M. GUERRA  
STAFF OFFICER III

APPROVED FOR PAYMENT:

MARIEL C. ACLAN  
OFFICER I/II

POST-AUDITED AND ALLOWED IN THE AMOUNT OF P 491,639.34  
PRN: 220003401489      DATE: 06/27/2022

-----  
AUDITOR'S REPRESENTATIVE

-----  
AUDITOR



**GOVERNMENT SERVICE INSURANCE SYSTEM  
MAMBURAO**

**RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS & DEDUCTIONS**

NAME : DAN L. DIWA  
ADDRESS : CAPITOL VILLAGE SUBD BRGY PAYOMPON  
MAMBURAO MINDORO OCCIDENT 04B PH

BP NO. : 2000899086  
ID NO. : 57040802012  
RET DATE : 04/09/2022  
RET NO. : RA 8291R0207999007

DESCRIPTION		CREDIT	DEDUCTION	BALANCE
PREMS	: PS PREMIUMS	0.00		
	GS PREMIUMS	0.00		
	INTEREST ON PREMIUMS	0.00		
	EXCESS PREMIUMS (PS)	0.00		
	EXCESS PREMIUMS (GS)	0.00		
ELA	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	INTEREST CREDIT	0.00		
	ELARI BENEFIT	0.00		
	ELARI PREMIUM REFUND	0.00		
	ELARI BALANCE		0.00	
EL	: EXCESS PYMT/BALANCE	0.00	11,240.41	11,240.41
	INTEREST		0.00	
	SURCHARGE		0.00	
	INTEREST CREDIT	0.00		
	ELRI BENEFIT	0.00		
	ELRI PREMIUM REFUND	0.00		
	ELRI BALANCE		0.00	
SL	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	INTEREST CREDIT	0.00		
	SLRI BENEFIT	0.00		
	SLRI PREMIUM REFUND	0.00		
	SLRI BALANCE		0.00	
SOS/CNL	: EXCESS PYMT/BALANCE	0.00	169,110.37	177,480.00
	INTEREST		7,902.68	
	SURCHARGE		0.00	
	SOS/CONSO RI BENEFIT	0.00		
	SOS/CONSO PREMIUM REFUND	0.00		
	ACCRUED INTEREST		0.00	
	CURRENT INTEREST		0.00	
	SOS/CONSO RI BALANCE		470.60	
CA/ECAP	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	INTEREST DISCOUNT	0.00		
	CARI BENEFIT	0.00		
	CARI PREMIUM REFUND	0.00		
	CA RI BALANCE		0.00	
REL/LCH	: ARREARS	0.00		
EAL	: BALANCE		0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	EAL RI BALANCE	0.00		
	EAL RI BALANCE		0.00	
HLP	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST	0.00	0.00	
	SURCHARGE		0.00	
	RI BENEFIT			
	RI PREMIUM REFUND			
	RI BALANCE		0.00	
PEN	: EXCESS PYMT/BALANCE		0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
PEL	: EXCESS PYMT/BALANCE		0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
GFL	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	



## GOVERNMENT SERVICE INSURANCE SYSTEM

MAMBURAO

## RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS &amp; DEDUCTIONS

NAME : DAN L. DIWA  
 ADDRESS : CAPITOL VILLAGE SUBD BRGY PAYOMPON  
 MAMBURAO MINDORO OCCIDENT04B PH

BP NO. : 2000899086  
 ID NO. : 57040802012  
 RET DATE : 04/09/2022  
 RET NO. : RA 8291R0207999007

DESCRIPTION		CREDIT	DEDUCTION	BALANCE
	SURCHARGE		0.00	
	RI BENEFIT			
	RI PREMIUM REFUND	0.00		
	RI BALANCE	0.00		
PRD	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE			
MPL	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE			
CPL	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE			
GEL	: EXCESS PYMT/BALANCE	0.00	0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE			
	OTHER CREDITS 1	0.00		
	OTHER CREDITS 2	0.00		
	OTHER DEBITS 1		0.00	
	OTHER DEBITS 2		0.00	
T O T A L S		0.00	188,724.06	188,724.06



Republic of the Philippines )  
City/Municipality of \_\_\_\_\_) S.S.

AFFIDAVIT

I, DAN L. DIWA, of legal age, married, Filipino citizen, and presently residing at Sablayan, Occidental Mindoro, after having been duly sworn to in accordance with law, do hereby dispense and say:

1. That I was formerly employed as Cartographer II (SG - 8) in DENR CENRO Sablayan with office located at Sablayan, Occidental Mindoro ;
2. That I already availed my COMPULSORY retirement last April 09, 2022 ;
3. That such being the case, I am willing to avail my terminal leave benefits pursuant to COA Circular No. 2012-001;
4. That as one of the requirements of the aforesaid circular, I hereby affirmed and confirmed there was no ANTI-GRAFT AND CORRUPT PRACTICES ACT under RA No. 3019 and there was no pending case/charge (civil, administrative and criminal) filed against me at any office, department, agency, court boody or tribunal;
5. That I am executing this affidavit to attest to the truth of the foregoing facts.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my signature this 10th day of May, 2022 at CENRO Sablayan, Occidental Mindoro.

  
DAN L. DIWA

Affiant

OSEC- DENR/B ID No. CER2-73-1998

Issued on : MARCH 1998

SUBSCRIBED AND SWORN TO BEFORE ME this MAY 10, 2022 at DENR- CENRO SABLAYAN, OCCIDENTAL MINDORO.

Doc No. 102  
Page No. 21  
Book No. 127  
Series of mn

  
**ATTY. CIRILO D. TEJOSO, JR.**  
NOTARY PUBLIC

Rizal St. Brgy. 9 Mamburao, Occ. Mindoro  
My Commission Expires on Dec. 31, 2023  
Roll of Attorney's No. 41944, May 8, 1997  
MCLE No. VI-0004742/December 8, 2017  
IBP No. 172028/01-01-2022/Occ. Mdo.  
PTR No. 4766464/12-22-2021/Occ. Mdo.  
Email Address: [juntejoso@yahoo.com.ph](mailto:juntejoso@yahoo.com.ph)



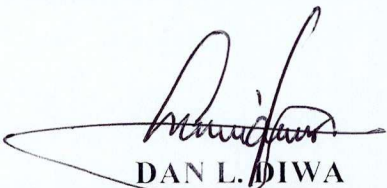
Republic of the Philippines )  
City/Municipality of \_\_\_\_\_) S.S.

AFFIDAVIT

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5. That I am executing this affidavit to attest to the truth of the foregoing facts.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my signature this 10th day of May, 2022 at CENRO Sablayan, Occidental Mindoro.

  
\_\_\_\_\_  
DAN L. DIWA  
Affiant  
OSEC-DENRB ID No. CGR2-73-1998  
Issued on : MARCH 1998

SUBSCRIBED AND SWORN TO BEFORE ME this MAY 10, 2022  
at DENR- CENRO SABLAYAN, OCCIDENTAL MINDORO.

Doc No. 102  
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Roll of Attorney's No. 41944, May 8, 1997  
MCLE No. VI-0004742/December 8, 2017  
IBP No. 172028 /01-04-2022/Occ. Mdo.  
PTR No. 4766464/12-22-2021/Occ. Mdo.  
Email Address: [juntejoso@yahoo.com.ph](mailto:juntejoso@yahoo.com.ph)



Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
MIMAROPA Region  
Mamburao, Occidental Mindoro

**NOTICE OF SALARY ADJUSTMENT**

Date: January 07, 2022

Mr. **DIWA, DAN L.**

CENRO Sablayan

Sablayan, Occidental Mindoro

Sir:

Pursuant to National Budget Circular (NBC) No. 588 dated January 03, 2022, implementing Executive Order No. 201, Series of 2016, your salary is hereby adjusted as follows:

- |   |                    |
|---|--------------------|
| 1. Adjusted monthly basic salary under <u>2022</u> Salary Schedule<br>SG <u>8</u> , Step <u>7</u> | P <u>20,052.00</u> |
| 2. Actual monthly basic salary as of <u>December 31, 2021</u> ;<br>SG <u>8</u> , Step <u>7</u>    | P <u>19,264.00</u> |
| 3. Monthly salary adjustment effective <u>January 01, 2022</u> (1 - 2)                            | P <u>788.00</u>    |

It is understood that this salary adjustment is subject to review and post-audit and to appropriate re-adjustment and refund if found not in order.

Recommending Approval:

Very truly yours,

  
**ABE R. FRANCISCO**

Chief Administrative Officer /  
Chief, Management Services Division

**DONNA MAYOR-GORDOVE, CESO IV**

Assistant Regional Director for  
Management Service

Position Title: CARTOGRAPHER II

Salary Grade: 8

Item No. FY Personnel Services Itemization

and/or Plantilla of Personnel: OSEC - DENRB - CGR2 - 73 - 1998



Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
MIMAROPA Region  
Mamburao, Occidental Mindoro

**NOTICE OF SALARY ADJUSTMENT**

Date: January 07, 2022

Mr. **DIWA, DAN L.**

CENRO Sablayan

Sablayan, Occidental Mindoro

Sir:

Pursuant to National Budget Circular (NBC) No. 588 dated January 03, 2022, implementing Executive Order No. 201, Series of 2016, your salary is hereby adjusted as follows:

- Adjusted monthly basic salary under 2022 Salary Schedule  
SG 8, Step 7 P 20,052.00
- Actual monthly basic salary as of December 31, 2021 ;  
SG 8, Step 7 P 19,264.00
- Monthly salary adjustment effective January 01, 2022 (1 - 2) P 788.00

It is understood that this salary adjustment is subject to review and post-audit and to appropriate re-adjustment and refund if found not in order.

Recommending Approval:

Very truly yours,

  
**ABE R. FRANCISCO**

Chief Administrative Officer /  
Chief, Management Services Division

**DONNA MAYOR-GORDOVE, CESO IV**

Assistant Regional Director for  
Management Service

Position Title: CARTOGRAPHER II

Salary Grade: 8

Item No. FY Personnel Services Itemization

and/or Plantilla of Personnel: OSEC - DENRB - CGR2 - 73 - 1998



Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
MIMAROPA Region  
Mamburao, Occidental Mindoro

**NOTICE OF SALARY ADJUSTMENT**

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Sablayan, Occidental Mindoro

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Very truly yours,

  
**ABE R. FRANCISCO**

Chief Administrative Officer /  
Chief, Management Services Division

**DONNA MAYOR-GORDOVE, CESO IV**

Assistant Regional Director for  
Management Service

Position Title: CARTOGRAPHER II

Salary Grade: 8

Item No.: FY Personnel Services Itemization

and/or Plantilla of Personnel: OSEC - DENRB - CGR2 - 73 - 1998



SWORN STATEMENT OF ASSETS, LIABILITIES AND NETWORTH

As of April 8, 2022  
(Required by R.A. No. 6713)

(Note: Husband and Wife who are both public officials or employees may file the required statements jointly or separately)

☒ Jointly filed ☐ Separately Filed ☐ Not Applicable

Declarant:	DIWA	DAN	L.	Position:	CARTOGRAPHER II
	Family Name	First Name	M.I.	Agency/Office:	DENR - CENRO SABLAYAN, OCC. MDO
Address:	CAPITOL VILLAGE SUBD. BRGY. PAYOMPON,			Office Address:	SO. BALUD, STO NIÑO
	MAMBURAO, OCCIDENTAL MINDORO				SABLAYAN, OCC. MINDORO
Spouse:	DIWA	ADELAIDA	O.	Position:	FOREST RANGER
	Family Name	First Name	M.I.	Agency/Office:	DENR - CENRO SABLAYAN, OCC. MDO
				Office Address:	SO. BALUD, STO NIÑO
					SABLAYAN, OCC. MINDORO

UNMARRIED CHILDREN BELOW 18 YEARS OF AGE LIVING IN DECLARANT'S HOUSEHOLD

	Name	Date of Birth	Age
1.	N/A	N/A	N/A

ASSETS, LIABILITIES AND NETWORTH

(including those of the spouse and unmarried children below eighteen (18) years of age living in declarant's household)

1. ASSETS

a. Real Properties

DESCRIPTION (e.g. lot, house and lot, condominium and improvement)	KIND (e.g. residential, commercial, industrial, agricultural and mixed)	EXACT LOCATION	ASSESSED VALUE	CURRENT FAIR MARKET VALUE	ACQUISITION		ACQUISITION COST
			(as found in the Tax Declaration of Real Property)		Year	Mode	
HOUSE	RESIDENTIAL	CAPITOL VILLAGE SUBD. BRGY. PAYOMPON, MAMBURAO, OCC. MINDORO	25,150.00	251,505.00	2008	MORTGAGED	508,000.00
LOT	RESIDENTIAL	CAPITOL VILLAGE SUBD. BRGY. PAYOMPON, MAMBURAO, OCC. MINDORO	20,330.00	101,646.00	2008	MORTGAGED	242,000.00
HOUSE IMPROVEMENTS	RESIDENTIAL	CAPITOL VILLAGE SUBD. BRGY. PAYOMPON, MAMBURAO, OCC. MINDORO	N/A	N/A	2010- 2012	CONSTRUCTED	250,000.00

Sub-total: P 1,000,000.00

b. Personal Properties

DESCRIPTION	YEAR ACQUIRED	ACQUISITION COST/ AMOUNT
FURNITURE & FIXTURES	various year starting 1997	100,000.00
APPLIANCES	various year starting 1998	143,800.00
YAMAHA CRYPTON MOTORCYCLE, MODEL 1999-PLATE NO. VQ 4502 W/ SIDE CAR	1999-2006	138,000.00
CASH IN BANK	as of December 31, 2021	3,000.00
CASH ON HAND	as of December 31, 2021	2,000.00

Sub-total: P 386,800.00

Total Assets (a+b): P 568,405.00



SWORN STATEMENT OF ASSETS, LIABILITIES AND NETWORTH

As of April 8, 2022  
(Required by R.A. No. 6713)

(Note: Husband and Wife who are both public officials or employees may file the required statements jointly or separately)

☒ Jointly filed ☐ Separately Filed ☐ Not Applicable

Declarant:	DIWA	DAN	L.	Position:	CARTOGRAPHER II
	Family Name	First Name	M.I.	Agency/Office:	DENR - CENRO SABLAYAN, OCC. MDO
Address:	CAPITOL VILLAGE SUBD. BRGY. PAYOMPON,			Office Address:	SO. BALUD, STO NIÑO
	MAMBURAO, OCCIDENTAL MINDORO				SABLAYAN, OCC. MINDORO
Spouse:	DIWA	ADELAIDA	O.	Position:	FOREST RANGER
	Family Name	First Name	M.I.	Agency/Office:	DENR - CENRO SABLAYAN, OCC. MDO
				Office Address:	SO. BALUD, STO NIÑO
					SABLAYAN, OCC. MINDORO

UNMARRIED CHILDREN BELOW 18 YEARS OF AGE LIVING IN DECLARANT'S HOUSEHOLD

	Name	Date of Birth	Age
1.	N/A	N/A	N/A

ASSETS, LIABILITIES AND NETWORTH

(including those of the spouse and unmarried children below eighteen (18) years of age living in declarant's household)

1. ASSETS  
a. Real Properties

DESCRIPTION (e.g. lot, house and lot, condominium and improvement)	KIND (e.g. residential, commercial, industrial, agricultural and mixed)	EXACT LOCATION	ASSESSED VALUE	CURRENT FAIR MARKET VALUE	ACQUISITION		ACQUISITION COST
			(as found in the Tax Declaration of Real Property)		Year	Mode	
HOUSE	RESIDENTIAL	CAPITOL VILLAGE SUBD. BRGY. PAYOMPON, MAMBURAO, OCC. MINDORO	25,150.00	251,505.00	2008	MORTGAGED	508,000.00
LOT	RESIDENTIAL	CAPITOL VILLAGE SUBD. BRGY. PAYOMPON, MAMBURAO, OCC. MINDORO	20,330.00	101,646.00	2008	MORTGAGED	242,000.00
HOUSE IMPROVEMENTS	RESIDENTIAL	CAPITOL VILLAGE SUBD. BRGY. PAYOMPON, MAMBURAO, OCC. MINDORO	N/A	N/A	2010-2012	CONSTRUCTED	250,000.00

Sub-total: P 1,000,000.00

b. Personal Properties

DESCRIPTION	YEAR ACQUIRED	ACQUISITION COST/ AMOUNT
FURNITURE & FIXTURES	various year starting 1997	100,000.00
APPLIANCES	various year starting 1998	143,800.00
YAMAHA CRYPTON MOTORCYCLE, MODEL 1999-PLATE NO. VQ 4502 W/ SIDE CAR	1999-2006	138,000.00
CASH IN BANK	as of December 31,2021	3,000.00
CASH ON HAND	as of December 31, 2021	2,000.00

Sub-total: P 386,800.00

Total Assets (a+b): P 568,405.00



2. LIABILITIES

NATURE	NAME OF CREDITORS	OUTSTANDING BALANCE
CONSOLIDATED LOAN	GSIS	163,320.25
EMERGENCY LOAN	GSIS	7,089.75
MOTORCYCLE	VENTURE MOTORCYCLE SALES CORP.	11,195.00
Sub-total:		P 181,605.00
Net Worth (1-2):		P 386,800.00

BUSINESS INTERESTS AND FINANCIAL CONNECTIONS  
(of Declarant/Declarant's spouse/unmarried children below eighteen (18) years of age living in Declarant's Household)

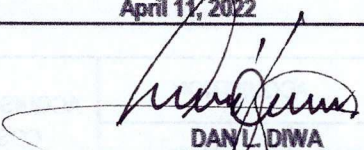
NAME OF ENTITY/BUSINESS ENTERPRISE	BUSINESS ADDRESS	NATURE OF BUSINESS INTEREST &/OR FINANCIAL CONNECTION	DATE OF ACQUISITION OF INTEREST OR CONNECTION
N/A	N/A	N/A	N/A

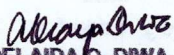
RELATIVES IN THE GOVERNMENT SERVICE  
(Within the Fourth Degree of Consanguinity or Affinity. Include also Bilas, Balae and Inso)  
☐ I/We do not know any relative/s in the government service

Name of Relative	Relationship	Position	Name of Agency/Office and Address
N/A	N/A	N/A	N/A

I hereby certify that these are true and correct statements of my assets, liabilities, net worth, business interests and financial connections, including those of my spouse and unmarried children below eighteen (18) years of age living in my household and that to the best of my knowledge, the above-enumerated are names of my relatives in the government within the fourth civil degree of consanguinity or affinity.

I hereby authorize the Ombudsman or his/her duly authorized representative to obtain and secure from all appropriate government agencies, including the Bureau of Internal Revenue such documents that may show my assets, liabilities, net worth, business interests and financial connections, to include those of my spouse and married children below 18 years of age living with me in my household covering previous years to include the year I first assumed office in the government.

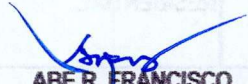
Date April 11, 2022  
  
DAN L. DIWA  
Signature of Declarant

  
ADELAIDA O. DIWA  
Signature of Co-Declarant/Spouse

Government Issued ID: DENR ID  
ID No.: OSEC-DENRB-CGR2-73-1998  
Date Issued: DECEMBER 22, 1995

Government Issued ID: DENR ID  
ID No.: OSEC-DENRB-FOR-A-3149-1998  
Date Issued: MAY 13, 1998

SUBSCRIBED AND SWORN to before me this 26th day JULY, 2022, affiant exhibiting to me the above-stated government issued identification card.

  
ABE R. FRANCISCO  
CHIEF MSD  
Person Administering Oath



2. LIABILITIES

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EMERGENCY LOAN	GSIS	7,089.75
MOTORCYCLE	VENTURE MOTORCYCLE SALES CORP.	11,195.00
Sub-total:		P 181,605.00
Net Worth (1-2):		P 386,800.00

BUSINESS INTERESTS AND FINANCIAL CONNECTIONS  
(of Declarant/Declarant's spouse/unmarried children below eighteen (18) years of age living in Declarant's Household)

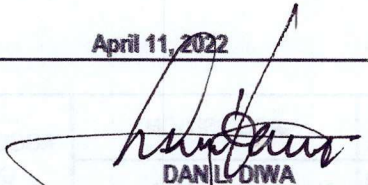
NAME OF ENTITY/BUSINESS ENTERPRISE	BUSINESS ADDRESS	NATURE OF BUSINESS INTEREST &/OR FINANCIAL CONNECTION	DATE OF ACQUISITION OF INTEREST OR CONNECTION
N/A	N/A	N/A	N/A

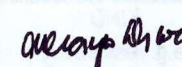
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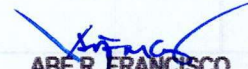
Date April 11, 2022  
  
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Signature of Declarant

  
ADELAIDA O. DIWA  
Signature of Co-Declarant/Spouse

Government Issued ID: DENR ID  
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Date Issued: DECEMBER 22, 1995

Government Issued ID: DENR ID  
ID No.: OSEC-DENRB-FOR-A-3149-1998  
Date Issued: MAY 13, 1998

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ABE R. FRANCISCO  
CHIEF MSD  
Person Administering Oath





REPUBLIC OF THE PHILIPPINES  
**OFFICE OF THE OMBUDSMAN**

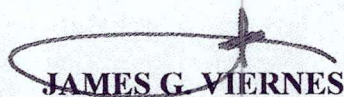
0251064 - 8

**C L E A R A N C E**

This certifies that our records show that as of 18 July 2022, **DAN LUCELO DIWA**,  
**Department of Environment and Natural Resources, Sitio Pag-asa, Brgy. Payompon,**  
**Mamburao, Occidental Mindoro,** has NO PENDING CRIMINAL AND  
ADMINISTRATIVE CASES with the Office of the Ombudsman.

Issued on **19 July 2022** upon the request of **DAN LUCELO DIWA** for whatever  
legal purposes it may serve.

BY AUTHORITY OF THE OMBUDSMAN

  
**JAMES G. VIERNES**

Acting Director, Public Assistance Bureau

NOT VALID WITHOUT DRY SEAL.  
NOT VALID WITH ERASURES/ALTERATIONS.

OR#:6861296 / P150.09 / 2022-07-13  
CONTROL NO. 22-251064-8

/BAA

**WE PROTECT**





REPUBLIC OF THE PHILIPPINES  
**OFFICE OF THE OMBUDSMAN**

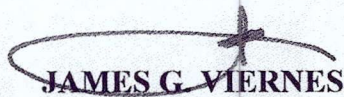
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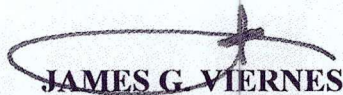
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**WE PROTECT**





Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
MIMAROPA Region

**CERTIFICATE OF LAST SALARY RECEIVED**

**To Whom It May Concern:**

This is to certify that Mr./Ms. **DAN L. DIWA**  
of the Department of Environment and Natural Resources (DENR) Office, holding a permanent  
position as **Cartographer II (SG-8)**  
with item at **PENRO Occidental Mindoro**  
is presently assigned at **CENRO Sablayan - Sablayan, Occidental Mindoro**  
with latest salary received, as follows:

PERIOD :	<u><b>Apr. 1-8, 2022</b></u>	
BASIC SALARY .....	<b>P</b>	<b>5,347.20</b>
PERA .....	<b>P</b>	<b>545.45</b>
GROSS SALARY .....	<b>P</b>	<b>5,892.65</b>
TOTAL DEDUCTIONS .....	<b>P</b>	<b>1,206.25</b>
NET SALARY RECEIVED .....	<b>P</b>	<b>4,686.40</b>

**BREAKDOWN AS FOLLOWS:**

Philippine Health Insurance Corporation (PHIC) .....	<b>P</b>	<b>150.00</b>
Government Service Insurance System (GSIS)		
- Life and Retirement .....	<b>P</b>	<b>481.25</b>
Pagtutulungan sa Kaunlaran: Ikaw, Bangko, Industriya at Gobyerno (Pag-IBIG)		
- Pag-IBIG I .....	<b>P</b>	<b>500.00</b>
Bureau of Forestry Savings and Loan Association (BFSLA)		
MOWEL Foundation .....	<b>P</b>	<b>75.00</b>

Issued today **Wednesday, June 22, 2022** upon the request of the above personnel for  
whatever legal purpose this may serve.

  
**ABE R. FRANCISCO**

Chief Administrative Officer /  
Chief, Management Services Division





Republic of the Philippines  
Department of Environment and Natural Resources  
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Chief Administrative Officer /  
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07/07/2022 - 2 COPIES ATTACHED TO  
PSG-IBIG CLAIM 