

## Republic of the Philippines Department of Environment and Natural Resources PENRO Marinduque

MSP (SP 0 5 2022 10: 45 AM

#### **APPLICATION FOR LEAVE**

1. OFFICE/DEPARTMENT 2 PENRO/TSD		ast) (First)  ZANO CYNT	(Middle) THIA URUBIO	
3. DATE OF FILING September 5, 2022 4	POSITION	DMO V / CHIEF, TSD	5 SALARY	
6. DETAILS OF A		FAPPLICATION	DENRIMMAROPA RECORDS SECTION	
6.A TYPE OF LEAVE TO BE AVAILED OF		6.B DETAILS OF LEAV		
<ul> <li>✓ Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</li> <li>✓ Mandatory/Forced Leave(Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</li> <li>✓ Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</li> <li>✓ Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS)</li> <li>✓ Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended)</li> <li>✓ Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</li> <li>✓ Solo Parent Leave (RA No. 8972 / CSC MC No. 8, s. 2004)</li> <li>✓ Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</li> <li>✓ 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, s. 2005)</li> <li>✓ Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</li> <li>✓ Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010)</li> <li>✓ Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended)</li> <li>✓ Adoption Leave (R.A. No. 8652)</li> </ul>		Within the Philipp   Abroad (Specify)   In case of Sick Leav   In Hospital (Specify)   In case of Special Leav   (Specify Illness)	In case of Vacation/Special Privilege Leave 2022  Within the Philippines	
6.C NUMBER OF WORKING DAYS APPLIED FOR two (3) days only  INCLUSIVE DATES  August 30 - 31 & September 1-2, 2022		☐ Terminal Leave  6.D COMMUTATION ☐ Not Requested ☐ Requested ☐ C	Signature of Applicant)	
7. DE	TAILS OF ACTI	ON ON APPLICATION		
7.A CERTIFICATION OF LEAVE CREDITS  As of Sulviscos Vacation Leave  Total Earned 159.081  Less this application  Balance 159.081  EDEN P. PALACIOS  Administrative Officer IV  7.C APPROVED FOR:  4 days with pay 5L  days without pay others (Specify)	Sick Leave 341.583 4. ~ 337.583	7.B RECOMMENDATION  For approval of the following states of the following stat	Digitally signed by Diaz Imelda Mendoza IMELDA M. DIAZ	
	(Authorized	d Official)		





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### **APPLICATION FOR LEAVE**

1. OFFICE/DEPARTMENT	2. NAME:	(Last) (First) (Middle)
PENRO/TSD		LOZANO CYNTHIA URUBIO
3. DATE OF FILINGSeptember 5, 2022	4. POSITION	DMO V / CHIEF, TSD 5. SALARY
	6. DETAILS	S OF APPLICATION
S.A TYPE OF LEAVE TO BE AVAILED OF		6.B DETAILS OF LEAVE
☐ Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Implementing E.O. No. 292)		In case of Vacation/Special Privilege Leave:
Mandatory/Forced Leave(Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)		No. 292) Within the Philippines
Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)		Abroad (Specify)
Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS)		In case of Sick Leave:
Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended)		☐ In Hospital (Specify Illness)
☐ Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)		No. 292)
Solo Parent Leave (RA No. 8972 / CSC MC No. 8, s. 20	004)	
Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292)		In case of Special Leave Benefits for Women:
☐ 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, s. 2005)		(Specify Illness)
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)		In case of Study Leave:
☐ Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended)		ded)
Adoption Leave (R.A. No. 8552)		☐ BAR/Board Examination Review
		Other purpose:
Others:		☐ Monetization of Leave Credits
	-	☐ Terminal Leave
S.C NUMBER OF WORKING DAYS APPLIED F	FOR	6.D COMMUTATION
two (3) days only		☐ Not Requested
INCLUSIVE DATES		☐ Requested
August 30 - 31 & September 1-2, 2022		CYNTHIA Z. C. CANO
		(Signature of Applicant)
7.	DETAILS OF A	ACTION ON APPLICATION
.A CERTIFICATION OF LEAVE CREDITS		7.B RECOMMENDATION
As of Suly, essel		☐ For approval
Total Earned IS9 . 08	Sick Leave	☐ For disapproval due to
Total Earned IS9.081 Less this application	4.00	
Balance IS9.08	337.583	
Afalacion		IMELDA M. DIAZ
EDEN P. PALACIOS  Administrative Officer IV		OIC, PENR Officer
	H	
.C APPROVED FOR: 4 days with pay <sup>SL</sup>		7.D DISAPPROVED DUE TO:
days with pay		
others (Specify)		
	(Autho	prized Official)



# Republic of the Philippines Department of Environment and Natural Resources PENRO Marinduque

### **APPLICATION FOR LEAVE**

PENRO/TSD 2. NAME : (Last)  LOZANO	(First) (Middle) CYNTHIA URUBIO	
3. DATE OF FILING September 5, 2022 4. POSITION	DMO V / CHIEF, TSD 5. SALARY	
6. DETAILS OF A	PPLICATION	
6.A TYPE OF LEAVE TO BE AVAILED OF  Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Implementing E.O. No. 292)  Mandatory/Forced Leave(Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)  Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)  Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS)  Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1958, as amended)  Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules implementing E.O. No. 292)  Solo Parent Leave (R.A. 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 (R.A. 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 (R.A. No. 9710 / CSC MC No. 25, s. 2010)  Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended)  Adoption Leave (R.A. No. 8552)	In case of Vacation/Special Privilege Leave:   Within the Philippines     Abroad (Specify)     In case of Sick Leave:   In Hospital (Specify Illness)     Out Patient (Specify Illness)     In case of Special Leave Benefits for Women:   (Specify Illness)     In case of Study Leave:   Completion of Master's Degree     BAR/Board Examination Review     Other purpose:   Monetization of Leave Credits	
6.C NUMBER OF WORKING DAYS APPLIED FOR two (3) days only INCLUSIVE DATES August 30 - 31 & September 1-2, 2022	☐ Terminal Leave  6.D COMMUTATION ☐ Not Requested ☐ Requested ☐ CYNTHIS U. LOZANO (Signature of Applicant)	
7. DETAILS OF ACTION  7. A CERTIFICATION OF LEAVE CREDITS  As of Suly, 2022  Vacation Leave Sick Leave  Total Earned 159.081 341.583  Less this application 4.  Balance 159.081 337.583  EDEN P. PALACIOS  Administrative Officer IV, 8	7.B RECOMMENDATION    For approval     For disapproval due to     Digitally signed     by Diaz     Imelda     IMELDA M. DIMENDOZA     OIC, PENR Officer	
7.C APPROVED FOR:  days with pay 5 \(	7.D DISAPPROVED DUE TO:	