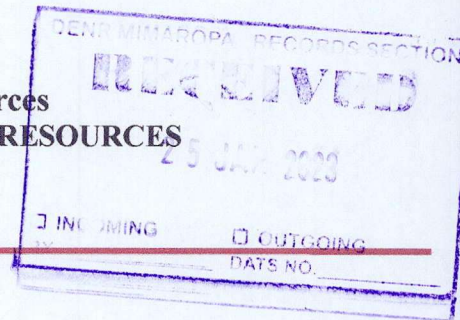




Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES
REGION IV – MIMAROPA



January 18, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR-MIMAROPA Region
1515 DENR By the Bay Building, Roxas Blvd.,
Brgy 668, Ermita, Manila

FROM : The OIC, PENR Officer

SUBJECT : **SUBMISSION OF REQUIRED DOCUMENTS RELATIVE TO
THE COMPULSORY RETIREMENT FROM SERVICE OF
ADMIN. ASSISTANT III IMELDA D. ALFARO AT DENR
PENRO OCCIDENTAL MINDORO.**

Submitted herewith are the supporting documents in relation to the above subject enumerated below:

1. Office Clearance
2. Service Record
3. Approved Application for Leave
4. Certification of Leave Credits
5. GSIS Clearance
6. Declaration of Pendency / Non-Pendency of Case
7. Notice of Salary Adjustment
8. SALN (exit)
9. Certification of Last Salary Received
10. Ombudsman Clearance

For information and consideration.


ERNESTO E. TAÑADA

Brgy. Payompon, Mamburao, Occidental Mindoro
Email address: msd_occndo@yahoo.com
Telephone number: 043-458-1103



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

January 18, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR-MIMAROPA Region
1515 DENR By the Bay Building, Roxas Blvd.,
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FROM : The OIC, PENR Officer

SUBJECT : **SUBMISSION OF REQUIRED DOCUMENTS RELATIVE TO
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For information and consideration.

ERNESTO E. TAÑADA

Brgy. Payompon, Mamburao, Occidental Mindoro
Email address: msd_occndo@yahoo.com
Telephone number: 043-458-1103

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: <input type="checkbox"/> Transfer <input type="checkbox"/> Resignation <input type="checkbox"/> Other Mode of Separation:				
<input type="checkbox"/> Retirement <input type="checkbox"/> Leave Please specify: COMPULSORY RETIREMENT				
Effectivity/Inclusive Period: October 3, 2022				
Office of Assignment: DENR CENRO PENRO, OCCIDENTAL MINDORO		Name and Signature of Employee IMELDA D. ALFARO		
Position/SG/Step: ADMIN. ASSISTANT III / SG-09 / STEP 3				
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		CELSO B. ALMAZAN In Charge, 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 V. HERNANDEZ 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			DONEBELLE S. MESINA Accountant III	
			MARIA JESSICA P. DEL ROSARIO Admin. Officer I (Cashier I)	
b. CENRO Mamburao Multi-Purpose Cooperative			CELSO B. ALMAZAN 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				
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: <u>DENR MIMAROPA REGION</u>				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 type="checkbox"/> Retirement <input type="checkbox"/> Leave Please specify: <u>COMPULSORY RETIREMENT</u>				
Effectivity/Inclusive Period: <u>October 3, 2022</u>				
Office of Assignment: <u>DENR CENRO PENRO, OCCIDENTAL MINDORO</u>		Name and Signature of Employee		
Position/SG/Step: <u>ADMIN. ASSISTANT III / SG-09 / STEP 3</u>		<u>IMELDA D. ALFARO</u>		
II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES				
We hereby certify that this applicant is cleared of work-related accountabilities from this Unit/Office/Dept.				
<u>ABE R. FRANCISCO</u> Chief, Management Services Division		<u>CELSO B. ALMAZAN</u> In Charge, 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)	<u>[Signature]</u>
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c. Personnel Section			VON ERIKA S. CAUSAPIN Admin. Officer IV (HRMO II)	<u>[Signature]</u>
2. Library				
3. Finance and Assets Management				
a. Accounting Section			DONEBELLE S. MESINA Accountant III	<u>[Signature]</u>
			MARIA JESSICA P. DEL ROSARIO Admin. Officer (Cashier I)	<u>[Signature]</u>
b. CENRO Mamburao Multi-Purpose Cooperative			CELSO B. ALMAZAN Chairman, CMMPC	<u>[Signature]</u>
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				
<u>ERNESTO E. TAÑADA</u> PENR Officer				



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

Property Control No.: DENR-PM-CM-0009

CREDIT MEMO FOR PROPERTY ACCOUNTABILITY

Date: July 25, 2022

THIS IS TO RELEIVE Mr./Ms. IMELDA D. ALFARO

of the accountability on the property/ies returned/surrendered as follows:

Quantity	Unit	Property No.	Name and Description	Amount	Condition
1	PC	PAR-PMBO-2007-12-0001 (OLD PROPERTY NO.) / 2007-05-030-0005-01 (NEW PROPERTY NO.)	CPU, SAMSUNG, INTEL CORE, P4 D915 280/800 MHZ 2X2 MB LCA77, COLOR:BLACK	P 25,000.00	UNSERVICEABLE ●SURRENDERED TO PENRO - FORMER INVENTORY TEAM WITH NO. CODE:1.DISPOSAL PICTURE: CPU31

Returned/Surrendered by:

IMELDA D. ALFARO
Employee

LYZA ELLAINE A. BERNABE
Administrative Officer I (Supply Officer I)



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

REPORT ON THE PHYSICAL COUNT OF PROPERTY, PLANT, AND EQUIPMENT (RPPPE)
of DENR Occidental Mindoro
As of JULY 25, 2022

SUMMARY OF PPEs													
UACS	ARTICLE / ITEM	DESCRIPTION	OLD PROPERTY NO. ASSIGNED	NEW PROPERTY NO. ASSIGNED	UNIT VALUE	ACCOUNTABLE OFFICER	NEW ACCOUNTABLE OFFICER	LOCATION / WHEREABOUTS	CONDITION	CONDITION (UPDATED)	REMARKS	ESTIMATED USEFUL LIFE	DATE ACQUIRED
10605030	ICT EQUIPMENT	CPU SAMSUNG, INTEL CORE, P4 D915 2800800 MHZ 2X2 MB LCA77, COLOR BLACK	PAR-PMBO-2007-12-0001	2007-05-030-0005-01	25,000.00	IMELDA D. ALFARO		PENRO - MAMBURAO - ASUNCION BLDG 1ST FLOOR (SUPPLY ROOM - DISPOSAL AREA)	UNSERVICABLE		<input checked="" type="checkbox"/> PENRO - CPU ONLY #2 <input checked="" type="checkbox"/> SURRENDERED TO PENRO - FORMER INVENTORY TEAM WITH NO. CODE ▶ 1 DISPOSAL PICTURE: CPU31	6	December 31, 2007

PREPARED BY:

SARAH A. MADERO
ADMINISTRATIVE AIDE VI

July 25, 2022
DATE

CHECKED BY:

LYZA ELLAINE A. BENMABE
ADMINISTRATIVE OFFICER I (SUPPLY OFFICER I)

July 25, 2022
DATE



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

Property Control No.: DENR-PM-CM-0009

CREDIT MEMO FOR PROPERTY ACCOUNTABILITY

Date: July 25, 2022

THIS IS TO RELEIVE Mr./Ms. IMELDA D. ALFARO

of the accountability on the property/ies returned/surrendered as follows:

Quantity	Unit	Property No.	Name and Description	Amount	Condition
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1	PC	PAR-PMBO-2013-12-0025 (OLD PROPERTY NO.) / 2013-05-030-0181-01 (NEW PROPERTY NO.)	CPU, SAMSUNG, INTEL CORE, COLOR:BLACK	P 25,000.00	UNSERVICEABLE ●SURRENDERED TO PENRO - FORMER INVENTORY TEAM WITH NO. CODE:1.PICTURE:CPU2021-009

Returned/Surrendered by:

IMELDA D. ALFARO

Employee

LYZA ELLAINE A. BERNABE

Administrative Officer I (Supply Officer I)



SERVICE RECORD

NAME: IMELDA DATINGUINO ALFARO (If married woman also full maiden
(First Name) (Maiden Name) (Middle Name) (Surname) name)
BIRTH: OCTOBER 3, 1957 ABRA DE ILOG, OCCIDENTAL MINDORO (Date herein should be checked from birth or baptismal
(Date) (Place) certificate or other reliable documents)

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					
10/01/1982	12/31/1982	CLERK TYPIST	CAS	14.95/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
01/01/1983	12/31/1983	CLERK TYPIST	CAS	18.30/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
01/01/1984	12/31/1984	CLERK TYPIST	CAS	21.85/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
01/01/1985	12/31/1985	CLERK TYPIST	CAS	32.85/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
01/01/1986	09/15/1988	CLERK TYPIST	CAS	91.00/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
09/16/1988	09/30/1989	CLERK TYPIST	CAS	91.00/DAY	REGION IV	NATIONAL	NONE	N/A	N/A
10/01/1989	09/30/1991	CLERK TYPIST	CAS	102.27/DAY	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
10/01/1991	12/31/1991	BUDGET CLERK	CAS	102.27/DAY	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/1992	02/09/1993	BUDGET CLERK	CAS	172.81/DAY	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
02/10/1993	12/31/1996	STOREKEEPER	CAS	172.81/DAY	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/1997	07/31/1997	STOREKEEPER	CAS	229.53/DAY	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/1997	10/31/1997	CARTOGRAPHER I	PERM.	₱ 72,876.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
11/01/1997	12/31/1999	CARTOGRAPHER I	PERM.	₱ 79,020.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2000	06/30/2000	CARTOGRAPHER I	PERM.	₱ 86,928.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
07/01/2000	07/31/2001	CARTOGRAPHER I	PERM.	₱ 89,100.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2001	07/31/2003	CARTOGRAPHER I	PERM.	₱ 93,552.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2003	07/31/2006	CARTOGRAPHER I	PERM.	₱ 95,904.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2006	06/30/2007	CARTOGRAPHER I	PERM.	₱ 98,292.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
07/01/2007	06/30/2008	CARTOGRAPHER I	PERM.	₱ 108,120.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
07/01/2008	07/31/2009	CARTOGRAPHER I	PERM.	₱ 118,932.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2009	06/23/2010	CARTOGRAPHER I	PERM.	₱ 131,772.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
06/24/2010	05/31/2011	CARTOGRAPHER I	PERM.	₱ 141,636.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
06/01/2011	05/31/2012	CARTOGRAPHER I	PERM.	₱ 151,488.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
06/01/2012	07/31/2012	CARTOGRAPHER I	PERM.	₱ 161,340.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2012	07/31/2015	CARTOGRAPHER I	PERM.	₱ 162,960.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2015	08/18/2015	CARTOGRAPHER I	PERM.	₱ 164,592.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/19/2015	12/31/2015	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 192,612.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A



SERVICE RECORD

NAME: IMELDA DATINGUINO ALFARO (If married woman also full maiden
(First Name) (Maiden Name) (Middle Name) (Surname) name)
BIRTH: OCTOBER 3, 1957 ABRA DE ILOG, OCCIDENTAL MINDORO (Date herein should be checked from birth or baptismal
(Date) (Place) certificate or other reliable documents)

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					
01/01/2016	12/31/2016	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 198,144.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2017	12/31/2017	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 203,832.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2018	08/18/2018	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 209,676.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/19/2018	12/31/2018	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 211,524.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2019	12/31/2019	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 217,500.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2020	12/31/2020	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 227,292.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2021	08/18/2021	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 237,084.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/19/2021	12/31/2021	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 239,064.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2022	10/03/2022	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 248,172.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
10/04/2022		RETIRED							

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Note:
This is issued upon request of Mr./M ALFARO for whatever legal purpose it may serve.

Issued in compliance with Executive Order No. 54 dated August 10, 1954, and in accordance with Circular No. 58, dated August 10, 1954 of the Government Service Insurance System.

Certified Correct:

January 20, 2023
(Date)

VON ERIKA S. CAUSAPIN
Administrative Officer IV (HRMO II)



SERVICE RECORD

NAME: IMELDA DATINGUINO ALFARO (If married woman also full maiden name)
(First Name) (Maiden Name) (Middle Name) (Surname)

BIRTH: OCTOBER 3, 1957 ABRA DE ILOG, OCCIDENTAL MINDORO (Date herein should be checked from birth or baptismal certificate or other reliable documents)
(Date) (Place)

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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					
10/01/1982	12/31/1982	CLERK TYPIST	CAS	14.95/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
01/01/1983	12/31/1983	CLERK TYPIST	CAS	18.30/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
01/01/1984	12/31/1984	CLERK TYPIST	CAS	21.85/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
01/01/1985	12/31/1985	CLERK TYPIST	CAS	32.85/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
01/01/1986	09/15/1988	CLERK TYPIST	CAS	91.00/DAY	BUREAU OF FOREST DEVT.	NATIONAL	NONE	N/A	N/A
09/16/1988	09/30/1989	CLERK TYPIST	CAS	91.00/DAY	REGION IV	NATIONAL	NONE	N/A	N/A
10/01/1989	09/30/1991	CLERK TYPIST	CAS	102.27/DAY	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
10/01/1991	12/31/1991	BUDGET CLERK	CAS	102.27/DAY	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/1992	02/09/1993	BUDGET CLERK	CAS	172.81/DAY	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
02/10/1993	12/31/1996	STOREKEEPER	CAS	172.81/DAY	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/1997	07/31/1997	STOREKEEPER	CAS	229.53/DAY	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/1997	10/31/1997	CARTOGRAPHER I	PERM.	₱ 72,876.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
11/01/1997	12/31/1999	CARTOGRAPHER I	PERM.	₱ 79,020.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2000	06/30/2000	CARTOGRAPHER I	PERM.	₱ 86,928.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
07/01/2000	07/31/2001	CARTOGRAPHER I	PERM.	₱ 89,100.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2001	07/31/2003	CARTOGRAPHER I	PERM.	₱ 93,552.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2003	07/31/2006	CARTOGRAPHER I	PERM.	₱ 95,904.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2006	06/30/2007	CARTOGRAPHER I	PERM.	₱ 98,292.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
07/01/2007	06/30/2008	CARTOGRAPHER I	PERM.	₱ 108,120.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
07/01/2008	07/31/2009	CARTOGRAPHER I	PERM.	₱ 118,932.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2009	06/23/2010	CARTOGRAPHER I	PERM.	₱ 131,772.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
06/24/2010	05/31/2011	CARTOGRAPHER I	PERM.	₱ 141,636.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
06/01/2011	05/31/2012	CARTOGRAPHER I	PERM.	₱ 151,488.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
06/01/2012	07/31/2012	CARTOGRAPHER I	PERM.	₱ 161,340.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2012	07/31/2015	CARTOGRAPHER I	PERM.	₱ 162,960.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/01/2015	08/18/2015	CARTOGRAPHER I	PERM.	₱ 164,592.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/19/2015	12/31/2015	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	₱ 192,612.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A



SERVICE RECORD

NAME: IMELDA DATINGUINO ALFARO (If married woman also full maiden
(First Name) (Maiden Name) (Middle Name) (Surname) name)
BIRTH: OCTOBER 3, 1957 ABRA DE ILOG, OCCIDENTAL MINDORO (Date herein should be checked from birth or baptismal
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From	To	Position/Designation	Status	Salary Per Annum					
01/01/2016	12/31/2016	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	P 198,144.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2017	12/31/2017	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	P 203,832.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2018	08/18/2018	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	P 209,676.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/19/2018	12/31/2018	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	P 211,524.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2019	12/31/2019	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	P 217,500.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2020	12/31/2020	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	P 227,292.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2021	08/18/2021	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	P 237,084.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
08/19/2021	12/31/2021	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	P 239,064.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A
01/01/2022	10/03/2022	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	PERM.	P 248,172.00	PENRO OCC. MINDORO	NATIONAL	NONE	N/A	N/A

10/04/2022 RETIRED
penrooccidentalmindoropenrooccidentalmindoropenrooccidentalmindoropenrooccidentalmindoropenrooccidentalmindoro

Note:
This is issued upon request of Mr./M ALFARO for whatever legal purpose it may serve.

Issued in compliance with Executive Order No. 54 dated August 10, 1954, and in accordance with Circular No. 58, dated August 10, 1954 of the Government Service Insurance System.

Certified Correct:

January 20, 2023
(Date)

VON ERIKA S. CAUSAPIN
Administrative Officer IV (HRMO II)

APPLICATION FOR LEAVE

1. OFFICE/DEPARTENT

2. NAME

(Last)

(First)

(Middle)

PENRO Occidental Mindoro

ALFARO

IMELDA

DATINGUINOO

3. DATE OF FILING

10/4/2022

4. POSITION

ADMIN. ASSISTANT III (COMPUTER OPERATOR II)

5. SALARY

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 - COMPULSORY 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

355.357 DAY / S

INCLUSIVE DATES

TO

6. D COMMUTATION

☐ Not Requested

☐ Requested

IMELDA DATINGUINOO ALFARO

(Signature of Applicant)

7. DETAILS OF ACTION ON APPLICATION

7. A CERTIFICATION OF LEAVE CREDITS

as of 10/3/2022

	Vacation Leave	Sick Leave
Total Earned	138.482	216.875
Less this application		
Balance	138.482	216.875

VON ERIKA S. CAUSAPIN

Administrative Officer IV / HRMO II

7. B RECOMMENDATION

☐ For Approval

☐ For disapproval due to

DONNA MAYOR-GORDOVE, CESO IV

Assistant Regional Director for Management Service

7. C APPROVED FOR:

355.357 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)

PENRO Occidental Mindoro

ALFARO

IMELDA

DATINGUINO

3. DATE OF FILING

10/4/2022

4. POSITION

ADMIN. ASSISTANT III (COMPUTER OPERATOR II)

5. SALARY

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 - COMPULSORY 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

355.357 DAY / S

INCLUSIVE DATES

TO

6. D COMMUTATION

☐ Not Requested

☐ Requested

IMELDA DATINGUINO ALFARO

(Signature of Applicant)

7. DETAILS OF ACTION ON APPLICATION

7. A CERTIFICATION OF LEAVE CREDITS

as of 10/3/2022

	Vacation Leave	Sick Leave
Total Earned	138.482	216.875
Less this application		
Balance	138.482	216.875

VON ERIKA S. CAUSAPIN

Administrative Officer IV / HRMO II

7. B RECOMMENDATION

☐ For Approval

☐ For disapproval due to

DONNA MAYOR-GORDOVE, CESO IV

Assistant Regional Director for Management Service

7. C APPROVED FOR:

355.357 days with pay

days without pay

others (specify)

7. D DISAPPROVED DUE TO:

LORMELYN E. CLAUDIO, CESO IV

Regional Executive Director

Name : ALFARO, IMELDA D.
Position : ADMINISTRATIVE OFFICER II

First Day of Government Service : JULY 1, 1997
Date of Promotional Appointment :

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL				
			SPL/PL	OTHER S	EARN D	MONET IZATIO N	FL	VL	ABSENCE/UNDERTIME/ TARDINESS			VALUE	BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARN D	ABSENCE/ UNDERTIME W/PAY		MONET IZATIO N	SL	BALANCE	ABSENCE/ UNDERTIME W/O PAY
NOVEMBER 1982					1,250							0.000	1.25		1,250				1,250		2,500
DECEMBER 1982					1,250							0.000	2,500		1,250				2,500		5,000
JANUARY 1983					1,250							0.000	3,750		1,250				3,750		7,500
FEBRUARY 1983					1,250							0.000	5,000		1,250				5,000		10,000
MARCH 1983					1,250							0.000	6,250		1,250				6,250		12,500
APRIL 1983					1,250							0.000	7,500		1,250				7,500		15,000
MAY 1983					1,250							0.000	8,750		1,250				8,750		17,500
JUNE 1983					1,250							0.000	10,000		1,250				10,000		20,000
JULY 1983					1,250							0.000	11,250		1,250				11,250		22,500
AUGUST 1983					1,250							0.000	12,500		1,250				12,500		25,000
SEPTEMBER 1983					1,250							0.000	13,750		1,250				13,750		27,500
OCTOBER 1983					1,250							0.000	15,000		1,250				15,000		30,000
NOVEMBER 1983					1,250							0.000	16,250		1,250				16,250		32,500
DECEMBER 1983	(5) FL MANDATORY				1,250		5					0.000	12,500		1,250				17,500		30,000
JANUARY 1984					1,250							0.000	13,750		1,250				18,750		32,500
FEBRUARY 1984					1,250							0.000	15,000		1,250				20,000		35,000
MARCH 1984					1,250							0.000	16,250		1,250				21,250		37,500
APRIL 1984					1,250							0.000	17,500		1,250				22,500		40,000
MAY 1984					1,250							0.000	18,750		1,250				23,750		42,500
JUNE 1984					1,250							0.000	20,000		1,250				25,000		45,000
JULY 1984					1,250							0.000	21,250		1,250				26,250		47,500
AUGUST 1984					1,250							0.000	22,500		1,250				27,500		50,000
SEPTEMBER 1984					1,250							0.000	23,750		1,250				28,750		52,500
OCTOBER 1984					1,250							0.000	25,000		1,250				30,000		55,000
NOVEMBER 1984					1,250							0.000	26,250		1,250				31,250		57,500
DECEMBER 1984	(5) FL MANDATORY				1,250		5					0.000	22,500		1,250				32,500		55,000
JANUARY 1985					1,250							0.000	23,750		1,250				33,750		57,500
FEBRUARY 1985					1,250							0.000	25,000		1,250				35,000		60,000
MARCH 1985					1,250							0.000	26,250		1,250				36,250		62,500
APRIL 1985					1,250							0.000	27,500		1,250				37,500		65,000
MAY 1985					1,250							0.000	28,750		1,250				38,750		67,500
JUNE 1985					1,250							0.000	30,000		1,250				40,000		70,000
JULY 1985					1,250							0.000	31,250		1,250				41,250		72,500
AUGUST 1985					1,250							0.000	32,500		1,250				42,500		75,000
SEPTEMBER 1985					1,250							0.000	33,750		1,250				43,750		77,500
OCTOBER 1985					1,250							0.000	35,000		1,250				45,000		80,000
NOVEMBER 1985					1,250							0.000	36,250		1,250				46,250		82,500
DECEMBER 1985	(5) FL MANDATORY				1,250		5					0.000	32,500		1,250				47,500		80,000

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL						
			SPL/PL	OTHER S	EARN D	MONET IZATIO N	FL	VL	ABSENCE/UNDERTIME/ TARDINESS			VALUE	BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARN D	ABSENCE/ UNDERTIME W/PAY		MONET IZATIO N	SL	BALANCE	ABSENCE/ UNDERTIME W/O PAY		
JANUARY 1986					1.250									0.000	33.750		1.250				48.750		82.500
FEBRUARY 1986					1.250									0.000	35.000		1.250				50.000		85.000
MARCH 1986					1.250									0.000	36.250		1.250				51.250		87.500
APRIL 1986					1.250									0.000	37.500		1.250				52.500		90.000
MAY 1986					1.250									0.000	38.750		1.250				53.750		92.500
JUNE 1986					1.250									0.000	40.000		1.250				55.000		95.000
JULY 1986					1.250									0.000	41.250		1.250				56.250		97.500
AUGUST 1986					1.250									0.000	42.500		1.250				57.500		100.000
SEPTEMBER 1986					1.250									0.000	43.750		1.250				58.750		102.500
OCTOBER 1986					1.250									0.000	45.000		1.250				60.000		105.000
NOVEMBER 1986					1.250									0.000	46.250		1.250				61.250		107.500
DECEMBER 1986	(S)FL MANDATORY				1.250		5							0.000	42.500		1.250				62.500		105.000
JANUARY 1987					1.250									0.000	43.750		1.250				63.750		107.500
FEBRUARY 1987					1.250									0.000	45.000		1.250				65.000		110.000
MARCH 1987					1.250									0.000	46.250		1.250				66.250		112.500
APRIL 1987					1.250									0.000	47.500		1.250				67.500		115.000
MAY 1987					1.250									0.000	48.750		1.250				68.750		117.500
JUNE 1987					1.250									0.000	50.000		1.250				70.000		120.000
JULY 1987					1.250									0.000	51.250		1.250				71.250		122.500
AUGUST 1987					1.250									0.000	52.500		1.250				72.500		125.000
SEPTEMBER 1987					1.250									0.000	53.750		1.250				73.750		127.500
OCTOBER 1987					1.250									0.000	55.000		1.250				75.000		130.000
NOVEMBER 1987					1.250									0.000	56.250		1.250				76.250		132.500
DECEMBER 1987	(S)FL MANDATORY				1.250		5							0.000	52.500		1.250				77.500		130.000
JANUARY 1988					1.250									0.000	53.750		1.250				78.750		132.500
FEBRUARY 1988					1.250									0.000	55.000		1.250				80.000		135.000
MARCH 1988					1.250									0.000	56.250		1.250				81.250		137.500
APRIL 1988					1.250									0.000	57.500		1.250				82.500		140.000
MAY 1988					1.250									0.000	58.750		1.250				83.750		142.500
JUNE 1988					1.250									0.000	60.000		1.250				85.000		145.000
JULY 1988					1.250									0.000	61.250		1.250				86.250		147.500
AUGUST 1988					1.250									0.000	62.500		1.250				87.500		150.000
SEPTEMBER 1988					1.250									0.000	63.750		1.250				88.750		152.500
OCTOBER 1988					1.250									0.000	65.000		1.250				90.000		155.000
NOVEMBER 1988					1.250									0.000	66.250		1.250				91.250		157.500
DECEMBER 1988	(S)FL MANDATORY				1.250		5							0.000	62.500		1.250				92.500		155.000
JANUARY 1989					1.250									0.000	63.750		1.250				93.750		157.500
FEBRUARY 1989					1.250									0.000	65.000		1.250				95.000		160.000
MARCH 1989					1.250									0.000	66.250		1.250				96.250		162.500
APRIL 1989					1.250									0.000	67.500		1.250				97.500		165.000
MAY 1989					1.250									0.000	68.750		1.250				98.750		167.500
JUNE 1989					1.250									0.000	70.000		1.250				100.000		170.000
JULY 1989					1.250									0.000	71.250		1.250				101.250		172.500
AUGUST 1989					1.250									0.000	72.500		1.250				102.500		175.000
SEPTEMBER 1989					1.250									0.000	73.750		1.250				103.750		177.500
OCTOBER 1989					1.250									0.000	75.000		1.250				105.000		180.000
NOVEMBER 1989					1.250									0.000	76.250		1.250				106.250		182.500
DECEMBER 1989	(S)FL MANDATORY				1.250		5							0.000	72.500		1.250				107.500		180.000

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL					
			SPL/PL	OTHER S	EARN D	MONET IZATION	FL	VL	ABSENCE/UNDERTIME/ TARDINESS			VALUE	BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARN D	ABSENCE/ UNDERTIME W/PAY		MONET IZATION	SL	BALANCE	ABSENCE/ UNDERTIME W/O PAY	
JANUARY 1990					1.250								0.000	73.750		1.250				108.750		182.500
FEBRUARY 1990					1.250								0.000	75.000		1.250				110.000		185.000
MARCH 1990					1.250								0.000	76.250		1.250				111.250		187.500
APRIL 1990					1.250								0.000	77.500		1.250				112.500		190.000
MAY 1990					1.250								0.000	78.750		1.250				113.750		192.500
JUNE 1990					1.250								0.000	80.000		1.250				115.000		195.000
JULY 1990					1.250								0.000	81.250		1.250				116.250		197.500
AUGUST 1990					1.250								0.000	82.500		1.250				117.500		200.000
SEPTEMBER 1990					1.250								0.000	83.750		1.250				118.750		202.500
OCTOBER 1990					1.250								0.000	85.000		1.250				120.000		205.000
NOVEMBER 1990					1.250								0.000	86.250		1.250				121.250		207.500
DECEMBER 1990	(5)FL MANDATORY				1.250		5						0.000	82.500		1.250				122.500		205.000
JANUARY 1991					1.250								0.000	83.750		1.250				123.750		207.500
FEBRUARY 1991					1.250								0.000	85.000		1.250				125.000		210.000
MARCH 1991					1.250								0.000	86.250		1.250				126.250		212.500
APRIL 1991	FL(4)				1.250		4						0.000	83.500		1.250				127.500		211.000
MAY 1991	(20)SL	SL(6-31)			1.250								0.000	84.750		1.250			20	108.750		193.500
JUNE 1991	(16)SL	SL(6-28)			1.250								0.000	86.000		1.250			16	94.000		180.000
JULY 1991	(2)SL	SL(11-12)			1.250								0.000	87.250		1.250			2	93.250		180.500
AUGUST 1991					1.250								0.000	88.500		1.250				94.500		183.000
SEPTEMBER 1991					1.250								0.000	89.750		1.250				95.750		185.500
OCTOBER 1991					1.250								0.000	91.000		1.250				97.000		188.000
NOVEMBER 1991					1.250								0.000	92.250		1.250				98.250		190.500
DECEMBER 1991	(1) FL-M				1.250		1						0.000	92.500		1.250				99.500		192.000
JANUARY 1992					1.250								0.000	93.750		1.250				100.750		194.500
FEBRUARY 1992					1.250								0.000	95.000		1.250				102.000		197.000
MARCH 1992	SL(1)	SL(13)			1.250								0.000	96.250		1.250			1	102.250		198.500
APRIL 1992	VL(1)	VL(8)			1.250				1				0.000	96.500		1.250				103.500		200.000
MAY 1992	SL(4)	SL(18,25-27)			1.250								0.000	97.750		1.250			4	100.750		198.500
JUNE 1992	(2)FL	FL(22-23)			1.250		2						0.000	97.000		1.250				102.000		199.000
JULY 1992					1.250								0.000	98.250		1.250				103.250		201.500
AUGUST 1992					1.250								0.000	99.500		1.250				104.500		204.000
SEPTEMBER 1992					1.250								0.000	100.750		1.250				105.750		206.500
OCTOBER 1992					1.250								0.000	102.000		1.250				107.000		209.000
NOVEMBER 1992					1.250								0.000	103.250		1.250				108.250		211.500
DECEMBER 1992	VL(2)	VL(7-8)			1.250				2				0.000	102.500		1.250				109.500		212.000
JANUARY 1993					1.250								0.000	103.750		1.250				110.750		214.500
FEBRUARY 1993					1.250								0.000	105.000		1.250				112.000		217.000
MARCH 1993					1.250								0.000	106.250		1.250				113.250		219.500
APRIL 1993					1.250								0.000	107.500		1.250				114.500		222.000
MAY 1993	VL(1)	VL(24)			1.250				1				0.000	107.750		1.250				115.750		223.500
JUNE 1993	VL(1)	VL(1)			1.250				1				0.000	108.000		1.250				117.000		225.000
JULY 1993	SL(3)	SL(14,29-30)			1.250								0.000	109.250		1.250			3	115.250		224.500
AUGUST 1993					1.250								0.000	110.500		1.250				116.500		227.000
SEPTEMBER 1993	SL(5)	SL(13-17)			1.250								0.000	111.750		1.250			5	112.750		224.500
OCTOBER 1993					1.250								0.000	113.000		1.250				114.000		227.000
NOVEMBER 1993	VL(2)	VL(17-18)			1.250				2				0.000	112.250		1.250				115.250		227.500
DECEMBER 1993	(1) FL-M				1.250		1						0.000	112.500		1.250				116.500		229.000
JANUARY 1994					1.250								0.000	113.750		1.250				117.750		231.500
FEBRUARY 1994					1.250								0.000	115.000		1.250				119.000		234.000
MARCH 1994	SL(1)	SL(1)			1.250								0.000	116.250		1.250			1	119.250		235.500
APRIL 1994					1.250								0.000	117.500		1.250				120.500		238.000
MAY 1994	VL(5)	VL(16-20)			1.250				5				0.000	113.750		1.250				121.750		235.500
JUNE 1994					1.250								0.000	115.000		1.250				123.000		238.000

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL				
			SPL/PL	OTHER S	EARN D	MONET IZATIO N	FL	VL	ABSENCE/UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARN D	ABSENCE/ UNDERTIME W/PAY	MONET IZATIO N		SL	BALANCE	ABSENCE/ UNDERTIME W/O PAY	
JULY 1994	SL(5)	SL(18-22)			1.250							0.000	116.250		1.250			5	119.250		235.500
AUGUST 1994					1.250							0.000	117.500		1.250				120.500		238.000
SEPTEMBER 1994					1.250							0.000	118.750		1.250				121.750		240.500
OCTOBER 1994					1.250							0.000	120.000		1.250				123.000		243.000
NOVEMBER 1994					1.250							0.000	121.250		1.250				124.250		245.500
DECEMBER 1994					1.250							0.000	122.500		1.250				125.500		248.000
JANUARY 1995					1.250							0.000	123.750		1.250				126.750		250.500
FEBRUARY 1995	SL(9)	SL(23-24,27-28,13-17)			1.250							0.000	125.000		1.250			9	119.000		244.000
MARCH 1995					1.250							0.000	126.250		1.250				120.250		246.500
APRIL 1995					1.250							0.000	127.500		1.250				121.500		249.000
MAY 1995	VL(4);MONE(10)	VL(26,29-31)			1.250	10		4				0.000	114.750		1.250				122.750		237.500
JUNE 1995					1.250							0.000	116.000		1.250				124.000		240.000
JULY 1995					1.250							0.000	117.250		1.250				125.250		242.500
AUGUST 1995					1.250							0.000	118.500		1.250				126.500		245.000
SEPTEMBER 1995	SL(4)	SL(4-7)			1.250							0.000	119.750		1.250			4	123.750		243.500
OCTOBER 1995	VL(1)	VL(4)			1.250			1				0.000	120.000		1.250				125.000		245.000
NOVEMBER 1995					1.250							0.000	121.250		1.250				126.250		247.500
DECEMBER 1995					1.250							0.000	122.500		1.250				127.500		250.000
JANUARY 1996					1.250							0.000	123.750		1.250				128.750		252.500
FEBRUARY 1996					1.250							0.000	125.000		1.250				130.000		255.000
MARCH 1996					1.250							0.000	126.250		1.250				131.250		257.500
APRIL 1996					1.250							0.000	127.500		1.250				132.500		260.000
MAY 1996					1.250							0.000	128.750		1.250				133.750		262.500
JUNE 1996					1.250							0.000	130.000		1.250				135.000		265.000
JULY 1996					1.250							0.000	131.250		1.250				136.250		267.500
AUGUST 1996					1.250							0.000	132.500		1.250				137.500		270.000
SEPTEMBER 1996					1.250							0.000	133.750		1.250				138.750		272.500
OCTOBER 1996					1.250							0.000	135.000		1.250				140.000		275.000
NOVEMBER 1996					1.250							0.000	136.250		1.250				141.250		277.500
DECEMBER 1996	FL(1); FL-M(4)				1.250		5					0.000	132.500		1.250				142.500		275.000
JANUARY 1997					1.250							0.000	133.750		1.250				143.750		277.500
FEBRUARY 1997					1.250							0.000	135.000		1.250				145.000		280.000
MARCH 1997					1.250							0.000	136.250		1.250				146.250		282.500
APRIL 1997					1.250							0.000	137.500		1.250				147.500		285.000
MAY 1997					1.250							0.000	138.750		1.250				148.750		287.500
JUNE 1997					1.250							0.000	140.000		1.250				150.000		290.000
JULY 1997					1.250							0.000	141.250		1.250				151.250		292.500
AUGUST 1997					1.250							0.000	142.500		1.250				152.500		295.000
SEPTEMBER 1997	SL(12)	SL(15-21,22-30)			1.250							0.000	143.750		1.250			12	141.750		285.500
OCTOBER 1997	SL(23)	SL(1-31)			1.250							0.000	145.000		1.250			23	120.000		265.500
NOVEMBER 1997	SL(20)	SL(1-30)			1.250							0.000	146.250		1.250			20	101.250		247.500
DECEMBER 1997	FL-M(5)				1.250		5					0.000	142.500		1.250				102.500		245.000

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL				
			SPL/PL	OTHER S	EARN D	MONET IZATIO N	FL	VL	ABSENCE/UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARN D	ABSENCE/ UNDERTIME W/ PAY	MONET IZATIO N		SL	BALANCE	ABSENCE/ UNDERTIME W/O PAY	
									DAYS	HOURS	MINS										VALUE
JANUARY 1998					1.250							0.000	143.750		1.250				103.750		247.500
FEBRUARY 1998					1.250							0.000	145.000		1.250				105.000		250.000
MARCH 1998					1.250							0.000	146.250		1.250				106.250		252.500
APRIL 1998					1.250							0.000	147.500		1.250				107.500		255.000
MAY 1998					1.250							0.000	148.750		1.250				108.750		257.500
JUNE 1998					1.250							0.000	150.000		1.250				110.000		260.000
JULY 1998	(1) MOURNING LEAVE			1	1.250							0.000	151.250		1.250				111.250		262.500
AUGUST 1998	FL(2)	FL(24-25)			1.250		2					0.000	150.500		1.250				112.500		263.000
SEPTEMBER 1998					1.250							0.000	151.750		1.250				113.750		265.500
OCTOBER 1998					1.250							0.000	153.000		1.250				115.000		268.000
NOVEMBER 1998					1.250							0.000	154.250		1.250				116.250		270.500
DECEMBER 1998	FL(3)				1.250		3					0.000	152.500		1.250				117.500		270.000
JANUARY 1999					1.250							0.000	153.750		1.250				118.750		272.500
FEBRUARY 1999					1.250							0.000	155.000		1.250				120.000		275.000
MARCH 1999					1.250							0.000	156.250		1.250				121.250		277.500
APRIL 1999	SL(5);VL(2)	SL(19-23);VL(26-27)			1.250			2				0.000	155.500		1.250		5		117.500		273.000
MAY 1999	PL(3)	PL(26-28)	3		1.250							0.000	156.750		1.250				118.750		275.500
JUNE 1999					1.250							0.000	158.000		1.250				120.000		278.000
JULY 1999					1.250							0.000	159.250		1.250				121.250		280.500
AUGUST 1999					1.250							0.000	160.500		1.250				122.500		283.000
SEPTEMBER 1999					1.250							0.000	161.750		1.250				123.750		285.500
OCTOBER 1999					1.250							0.000	163.000		1.250				125.000		288.000
NOVEMBER 1999	MONE(10)				1.250	10						0.000	154.250		1.250				126.250		280.500
DECEMBER 1999	FL(3);MONE(30)				1.250	30	3					0.000	122.500		1.250				127.500		250.000
JANUARY 2000					1.250							0.000	123.750		1.250				128.750		252.500
FEBRUARY 2000					1.250							0.000	125.000		1.250				130.000		255.000
MARCH 2000					1.250							0.000	126.250		1.250				131.250		257.500
APRIL 2000	SL(5)	SL(10-15)			1.250							0.000	127.500		1.250		5		127.500		255.000
MAY 2000	SL(2)	SL(22-23)			1.250							0.000	128.750		1.250		2		126.750		255.500
JUNE 2000	PL(3) (1) FL	PL(13-15) FL(16)	3		1.250		1					0.000	129.000		1.250				128.000		257.000
JULY 2000					1.250							0.000	130.250		1.250				129.250		259.500
AUGUST 2000					1.250							0.000	131.500		1.250				130.500		262.000
SEPTEMBER 2000					1.250							0.000	132.750		1.250				131.750		264.500
OCTOBER 2000					1.250							0.000	134.000		1.250				133.000		267.000
NOVEMBER 2000					1.250							0.000	135.250		1.250				134.250		269.500
DECEMBER 2000	FL-M(4)				1.250		4					0.000	132.500		1.250				135.500		268.000
JANUARY 2001					1.250							0.000	133.750		1.250				136.750		270.500
FEBRUARY 2001					1.250							0.000	135.000		1.250				138.000		273.000
MARCH 2001	PL(3)	PL(13-15)	3		1.250							0.000	136.250		1.250				139.250		275.500
APRIL 2001					1.250							0.000	137.500		1.250				140.500		278.000
MAY 2001					1.250							0.000	138.750		1.250				141.750		280.500
JUNE 2001	FL(5)	FL(18-22)			1.250		5					0.000	135.000		1.250				143.000		278.000
JULY 2001	MONE(30)				1.250	30						0.000	106.250		1.250				144.250		250.500
AUGUST 2001	SL(3)	SL(29-31)			1.250							0.000	107.500		1.250		3		142.500		250.000
SEPTEMBER 2001					1.250							0.000	108.750		1.250				143.750		252.500
OCTOBER 2001					1.250							0.000	110.000		1.250				145.000		255.000
NOVEMBER 2001					1.250							0.000	111.250		1.250				146.250		257.500
DECEMBER 2001	MONE(28)				1.250	14						0.000	98.500		1.250	14			133.500		232.000

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL				
			SPL/PL	OTHER S	EARN D	MONET IZATIO N	FL	VL	ABSENCE/UNDERTIME/ TARDINES			VALUE	BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARN D	ABSENCE/ UNDERTIME W/PAY		MONET IZATIO N	SL	BALANCE	ABSENCE/ UNDERTIME W/O PAY
JANUARY 2002	PL(3)	PL(8-10)	3		1.250							0.000	99.750		1.250				134.750		234.500
FEBRUARY 2002	SL(1)	SL(5)			1.250							0.000	101.000		1.250			1	135.000		236.000
MARCH 2002					1.250							0.000	102.250		1.250				136.250		238.500
APRIL 2002					1.250							0.000	103.500		1.250				137.500		241.000
MAY 2002	VL(1)	VL(20)			1.250						1	0.000	103.750		1.250				138.750		242.500
JUNE 2002					1.250							0.000	105.000		1.250				140.000		245.000
JULY 2002					1.250							0.000	106.250		1.250				141.250		247.500
AUGUST 2002					1.250							0.000	107.500		1.250				142.500		250.000
SEPTEMBER 2002					1.250							0.000	108.750		1.250				143.750		252.500
OCTOBER 2002					1.250							0.000	110.000		1.250				145.000		255.000
NOVEMBER 2002	MONE(30)				1.250	15						0.000	96.250		1.250		15		131.250		227.500
DECEMBER 2002	FL-M(4)				1.250		4					0.000	93.500		1.250				132.500		226.000
JANUARY 2003					1.250							0.000	94.750		1.250				133.750		228.500
FEBRUARY 2003					1.250							0.000	96.000		1.250				135.000		231.000
MARCH 2003					1.250							0.000	97.250		1.250				136.250		233.500
APRIL 2003					1.250							0.000	98.500		1.250				137.500		236.000
MAY 2003					1.250							0.000	99.750		1.250				138.750		238.500
JUNE 2003	T(00.03,48)	T(1-3,6,8,16,18-20,24-25,27,30)			1.250				3	48		0.475	100.525		1.250				140.000		240.525
JULY 2003	SL(5)	SL(7-11)			1.250							0.000	101.775		1.250			5	136.250		238.025
AUGUST 2003					1.250							0.000	103.025		1.250				137.500		240.525
SEPTEMBER 2003					1.250							0.000	104.275		1.250				138.750		243.025
OCTOBER 2003	PL(3)	PL(17,23-24)	3		1.250							0.000	105.525		1.250				140.000		245.525
NOVEMBER 2003	FL(2)	FL(27-28)			1.250		2					0.000	104.775		1.250				141.250		246.025
DECEMBER 2003	FL-M(3)				1.250		3					0.000	103.025		1.250				142.500		245.525
JANUARY 2004					1.250							0.000	104.275		1.250				143.750		248.025
FEBRUARY 2004					1.250							0.000	105.525		1.250				145.000		250.525
MARCH 2004					1.250							0.000	106.775		1.250				146.250		253.025
APRIL 2004					1.250							0.000	108.025		1.250				147.500		255.525
MAY 2004	PL(3)	PL(3-5)	3		1.250							0.000	109.275		1.250				148.750		258.025
JUNE 2004					1.250							0.000	110.525		1.250				150.000		260.525
JULY 2004					1.250							0.000	111.775		1.250				151.250		263.025
AUGUST 2004					1.250							0.000	113.025		1.250				152.500		265.525
SEPTEMBER 2004	SL(5)	SL(22-28)			1.250							0.000	114.275		1.250			5	148.750		263.025
OCTOBER 2004					1.250							0.000	115.525		1.250				150.000		265.525
NOVEMBER 2004					1.250							0.000	116.775		1.250				151.250		268.025
DECEMBER 2004	FL-M(5)				1.250		5					0.000	113.025		1.250				152.500		265.525
JANUARY 2005					1.250							0.000	114.275		1.250				153.750		268.025
FEBRUARY 2005					1.250							0.000	115.525		1.250				155.000		270.525
MARCH 2005					1.250							0.000	116.775		1.250				156.250		273.025
APRIL 2005					1.250							0.000	118.025		1.250				157.500		275.525
MAY 2005	FL(2)	FL(18-19)			1.250		2					0.000	117.275		1.250				158.750		276.025
JUNE 2005					1.250							0.000	118.525		1.250				160.000		278.525
JULY 2005					1.250							0.000	119.775		1.250				161.250		281.025
AUGUST 2005					1.250							0.000	121.025		1.250				162.500		283.525
SEPTEMBER 2005	SPL(3)		3		1.250							0.000	122.275		1.250				163.750		286.025
OCTOBER 2005					1.250							0.000	123.525		1.250				165.000		288.525
NOVEMBER 2005	FL(2)				1.250		2					0.000	122.775		1.250				166.250		289.025
DECEMBER 2005	FL-M(1)				1.250		1					0.000	123.025		1.250				167.500		290.525

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL						
			SPL/PL	OTHER S	EARN D	MONET IZATIO N	FL	VL	ABSENCE/UNDERTIME/ TARDINESS			VALUE	BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARN D	ABSENCE/ UNDERTIME W/ PAY		MONET IZATIO N	SL	BALANCE	ABSENCE/ UNDERTIME W/O PAY		
JANUARY 2006					1.250										0.000	124.275		1.250			168.750		293.025
FEBRUARY 2006					1.250										0.000	125.525		1.250			170.000		295.525
MARCH 2006					1.250										0.000	126.775		1.250			171.250		298.025
APRIL 2006					1.250										0.000	128.025		1.250			172.500		300.525
MAY 2006	SPL(3);FL(2)	SPL(15-17);FL(18-19)	3		1.250					2					0.000	127.275		1.250			173.750		301.025
JUNE 2006					1.250										0.000	128.525		1.250			175.000		303.525
JULY 2006					1.250										0.000	129.775		1.250			176.250		306.025
AUGUST 2006					1.250										0.000	131.025		1.250			177.500		308.525
SEPTEMBER 2006					1.250										0.000	132.275		1.250			178.750		311.025
OCTOBER 2006	FL(1)	FL(3)			1.250					1					0.000	132.525		1.250			180.000		312.525
NOVEMBER 2006					1.250										0.000	133.775		1.250			181.250		315.025
DECEMBER 2006	FL-M(2)				1.250					2					0.000	133.025		1.250			183.500		315.525
JANUARY 2007	FL(1)	FL(30)			1.250					1					0.000	133.275		1.250			183.750		317.025
FEBRUARY 2007					1.250										0.000	134.525		1.250			185.000		319.525
MARCH 2007					1.250										0.000	135.775		1.250			186.250		322.025
APRIL 2007	SPL(1)	SPL(13)	1		1.250										0.000	137.025		1.250			187.500		324.525
MAY 2007					1.250										0.000	138.275		1.250			188.750		327.025
JUNE 2007					1.250										0.000	139.525		1.250			190.000		329.525
JULY 2007	FL(3)	FL(11-13)			1.250					3					0.000	137.775		1.250			191.250		329.025
AUGUST 2007					1.250										0.000	139.025		1.250			192.500		331.525
SEPTEMBER 2007					1.250										0.000	140.275		1.250			193.750		334.025
OCTOBER 2007	SPL(1)	SPL(1)	1		1.250										0.000	141.525		1.250			195.000		336.525
NOVEMBER 2007					1.250										0.000	142.775		1.250			196.250		339.025
DECEMBER 2007	VL(2);FL(1)	VL(26-27);FL(28)			1.250					1	2				0.000	141.025		1.250			197.500		338.525
JANUARY 2008	FL(2)	FL(14-15)			1.250					2					0.000	140.275		1.250			198.750		339.025
FEBRUARY 2008					1.250										0.000	141.525		1.250			200.000		341.525
MARCH 2008					1.250										0.000	142.775		1.250			201.250		344.025
APRIL 2008	FL(2)	FL(18,21)			1.250					2					0.000	142.025		1.250			202.500		344.525
MAY 2008					1.250										0.000	143.275		1.250			203.750		347.025
JUNE 2008	SPL(2)	SPL(19,20)	2		1.250										0.000	144.525		1.250			205.000		349.525
JULY 2008					1.250										0.000	145.775		1.250			206.250		352.025
AUGUST 2008	SL(1);SPL(1)	SL(8);SPL(26)	1		1.250										0.000	147.025		1.250			206.500		353.525
SEPTEMBER 2008					1.250										0.000	148.275		1.250			207.750		356.025
OCTOBER 2008	FL(1)	FL(3)			1.250					1					0.000	148.525		1.250			209.000		357.525
NOVEMBER 2008					1.250										0.000	149.775		1.250			210.250		360.025
DECEMBER 2008	SL(1)	SL(19)			1.250										0.000	151.025		1.250			210.500		361.525
JANUARY 2009					1.250										0.000	152.275		1.250			211.750		364.025
FEBRUARY 2009					1.250										0.000	153.525		1.250			213.000		366.525
MARCH 2009					1.250										0.000	154.775		1.250			214.250		369.025
APRIL 2009					1.250										0.000	156.025		1.250			215.500		371.525
MAY 2009	SL(1)	SL(15)			1.250										0.000	157.275		1.250			215.750		373.025
JUNE 2009					1.250										0.000	158.525		1.250			217.000		375.525
JULY 2009	FL(3)	FL(8-10)			1.250					3					0.000	156.775		1.250			218.250		375.025
AUGUST 2009					1.250										0.000	158.025		1.250			219.500		377.525
SEPTEMBER 2009	SL(1)	SL(10)			1.250										0.000	159.275		1.250			219.750		379.025
OCTOBER 2009	FL(2)	FL(26-27)			1.250					2					0.000	158.525		1.250			221.000		379.525
NOVEMBER 2009					1.250										0.000	159.775		1.250			222.250		382.025
DECEMBER 2009	VL(2)	VL(28-29)			1.250					2					0.000	159.025		1.250			223.500		382.525

Name : ALFARO, IMELDA D.
Position : ADMINISTRATIVE OFFICER II

First Day of Government Service : JULY 1, 1997
Date of Promotional Appointment :

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL				
			SPL/PL	OTHER S	EARN D	MONET IZATIO N	FL	VL	ABSENCE/UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARN D	ABSENCE/ UNDERTIME W/PAY	MONET IZATIO N		SL	BALANCE	ABSENCE/ UNDERTIME W/O PAY	
JANUARY 2010					1.250							0.000	160.275		1.250				224.750		385.025
FEBRUARY 2010	PL(2)	PL(10,23)	2		1.250							0.000	161.525		1.250				226.000		387.525
MARCH 2010					1.250							0.000	162.775		1.250				227.250		390.025
APRIL 2010					1.250							0.000	164.025		1.250				228.500		392.525
MAY 2010	FL(3);PL(1)	FL(12-14);PL(28)	1		1.250		3					0.000	162.275		1.250				229.750		392.025
JUNE 2010					1.250							0.000	163.525		1.250				231.000		394.525
JULY 2010	FL(2);SL(1)	FL(21-22);SL(23)			1.250		2					0.000	162.775		1.250			1	231.250		394.025
AUGUST 2010					1.250							0.000	164.025		1.250				232.500		396.525
SEPTEMBER 2010					1.250							0.000	165.275		1.250				233.750		399.025
OCTOBER 2010	SL(1)	SL(8)			1.250							0.000	166.525		1.250			1	234.000		400.525
NOVEMBER 2010					1.250							0.000	167.775		1.250				235.250		403.025
DECEMBER 2010	SL(2);MONE(30)	SL(29-30)			1.250	18						0.000	151.025		1.250			12	222.500		373.525
JANUARY 2011					1.250							0.000	152.275		1.250				223.750		376.025
FEBRUARY 2011					1.250							0.000	153.525		1.250				225.000		378.525
MARCH 2011					1.250							0.000	154.775		1.250				226.250		381.025
APRIL 2011	SPL(3)	SPL(19,28-29)	3		1.250							0.000	156.025		1.250				227.500		383.525
MAY 2011	FL(5)	FL(24-27,30)			1.250		5					0.000	152.275		1.250			2	228.750		381.025
JUNE 2011	SL(2)	SL(29-30)			1.250							0.000	153.525		1.250			1	228.000		381.525
JULY 2011	SL(1)	SL(1)			1.250							0.000	154.775		1.250			1	228.250		383.025
AUGUST 2011	SL(1)	SL(26)			1.250							0.000	156.025		1.250			1	228.500		384.525
SEPTEMBER 2011	SL(1)	SL(26)			1.250							0.000	157.275		1.250			1	228.750		386.025
OCTOBER 2011					1.250							0.000	158.525		1.250				230.000		388.525
NOVEMBER 2011	MONE(30)				1.250	15						0.000	144.775		1.250			15	216.250		361.025
DECEMBER 2011	VL(1)	VL(26)			1.250			1				0.000	145.025		1.250				217.500		362.525
JANUARY 2012					1.250							0.000	146.275		1.250				218.750		365.025
FEBRUARY 2012					1.250							0.000	147.525		1.250				220.000		367.525
MARCH 2012	SL(4)	SL(12-15)			1.250							0.000	148.775		1.250			4	217.250		366.025
APRIL 2012	UT(00.00.02);SPL(1)	UT(26);SPL(23)	1		1.250					2		0.004	150.021		1.250				218.501		368.521
MAY 2012					1.250							0.000	151.271		1.250				219.750		371.021
JUNE 2012					1.250							0.000	152.521		1.250				221.000		373.521
JULY 2012	FL(2)	FL(30-31)			1.250		2					0.000	151.771		1.250				222.250		374.021
AUGUST 2012	FL(3)	FL(1-3)			1.250		3					0.000	150.021		1.250				223.500		373.521
SEPTEMBER 2012					1.250							0.000	151.271		1.250				224.750		376.021
OCTOBER 2012					1.250							0.000	152.521		1.250				226.000		378.521
NOVEMBER 2012	VL(3);MONE(30)	VL(7-9)			1.250	15						0.000	135.771		1.250			15	212.250		348.021
DECEMBER 2012	SPL(2)	SPL(26-27)	2		1.250							0.000	137.021		1.250				213.500		350.521
JANUARY 2013					1.250							0.000	138.271		1.250				214.750		353.021
FEBRUARY 2013	T(00.00.02)	T(12)			1.250						2	0.004	139.517		1.250				216.000		355.517
MARCH 2013	SPL(1)	SPL(8)	1		1.250							0.000	140.767		1.250				217.250		358.017
APRIL 2013					1.250							0.000	142.017		1.250				218.500		360.517
MAY 2013	SL(11)	SL(17,20-24,27-31)			1.250							0.000	143.267		1.250			11	208.750		352.017
JUNE 2013	SPL(1);SL(2)	SPL(7)SL(13,14)	1		1.250							0.000	144.517		1.250			2	208.000		352.517
JULY 2013	SL(1)	SL(19)			1.250							0.000	145.767		1.250			1	208.250		354.017
AUGUST 2013					1.250							0.000	147.017		1.250				209.500		356.517
SEPTEMBER 2013					1.250							0.000	148.267		1.250				210.750		359.017
OCTOBER 2013	(2)SL	SL(10-11)			1.250							0.000	149.517		1.250			2	210.000		359.517
NOVEMBER 2013	(29)MONETIZATION				1.250	15						0.000	135.767		1.250			14	197.250		333.017
DECEMBER 2013	(5)FL	FL(20,23,26,27,30)			1.250	5						0.000	132.017		1.250				198.500		330.517

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL					
			SPL/PL	OTHER S	EARN D	MONET IZATIO N	FL	VL	ABSENCE/UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARN D	ABSENCE/ UNDERTIME W/ PAY	MONET IZATIO N		SL	BALANCE	ABSENCE/ UNDERTIME W/O PAY		
JANUARY 2014					1.250																	333.017
FEBRUARY 2014	(3)FL	FL(26-28)			1.250			3				0.000	131.517		1.250				201.000			332.517
MARCH 2014					1.250							0.000	132.767		1.250				202.250			335.017
APRIL 2014	(2)SPL	SPL(8,28)	2		1.250							0.000	134.017		1.250				203.500			337.517
MAY 2014					1.250							0.000	135.267		1.250				204.750			340.017
JUNE 2014					1.250							0.000	136.517		1.250				206.000			342.517
JULY 2014					1.250							0.000	137.767		1.250				207.250			345.017
AUGUST 2014					1.250							0.000	139.017		1.250				208.500			347.517
SEPTEMBER 2014					1.250							0.000	140.267		1.250				209.750			350.017
OCTOBER 2014	(2)SL				1.250							0.000	141.517		1.250			2	209.000			350.517
NOVEMBER 2014	(1)SL				1.250							0.000	142.767		1.250			1	209.250			352.017
DECEMBER 2014	(00.04.00)T(1)SPL(2)FL	T(16);SPL(15);FL(23,29)	1		1.250		2		4			0.500	141.517		1.250				210.500			352.017
JANUARY 2015	(1)FL	FL(30)			1.250		1					0.000	141.767		1.250				211.750			353.517
FEBRUARY 2015	(3)SPL	SPL(11-13)	3		1.250							0.000	143.017		1.250				213.000			356.017
MARCH 2015					1.250							0.000	144.267		1.250				214.250			358.517
APRIL 2015	(3)FL				1.250			3				0.000	142.517		1.250				215.500			358.017
MAY 2015	(1)FL(2)VL;T(00.00.01)	VL(28-29);FL(22);T(19)			1.250		1	2		1		0.002	140.765		1.250				216.750			357.515
JUNE 2015					1.250							0.000	142.015		1.250				218.000			360.015
JULY 2015					1.250							0.000	143.265		1.250				219.250			362.515
AUGUST 2015					1.250							0.000	144.515		1.250				220.500			365.015
SEPTEMBER 2015					1.250							0.000	145.765		1.250				221.750			367.515
OCTOBER 2015	FL(1)(7)SL	FL(6);SL(7-9,13-16)			1.250			1				0.000	146.015		1.250			7	216.000			362.015
NOVEMBER 2015	T(00.00.02)	T(20)			1.250					2		0.004	147.260		1.250				217.250			364.510
DECEMBER 2015	SL(1);VL(1);MONE(96)	SL(2);VL(22)			1.250	48		1				0.000	99.510		1.250		48	1	169.510			269.010
JANUARY 2016					1.250							0.000	100.760		1.250				170.750			271.510
FEBRUARY 2016	SPL(2)	SPL(12,15)	2		1.250							0.000	102.010		1.250				172.000			274.010
MARCH 2016					1.250							0.000	103.260		1.250				173.250			276.510
APRIL 2016	SPL(1)	SPL(29)	1		1.250							0.000	104.510		1.250				174.500			279.010
MAY 2016	FL(1);T(00.00.06)	FL(27);T(31)			1.250		1			6		0.012	104.749		1.250				175.750			280.499
JUNE 2016	(2)FL(00.08.00)T	FL(28,29) T(27,30)			1.250		2		8			1.000	102.999		1.250				177.000			279.999
JULY 2016					1.250							0.000	104.249		1.250				178.250			282.499
AUGUST 2016	(00.04.03)T	T(5,19)			1.250				4	3		0.506	104.993		1.250				179.500			284.493
SEPTEMBER 2016					1.250							0.000	106.243		1.250				180.750			286.993
OCTOBER 2016					1.250							0.000	107.493		1.250				182.000			289.493
NOVEMBER 2016	(1)SL(00.04.12)T	SL(2) T(3,4,10,24,25,29)			1.250					12		0.525	108.218		1.250			1	182.250			290.468
DECEMBER 2016	(1)VL(2)FL-DISAPPROVED	VL(29)			1.250				1			0.000	108.468		1.250				183.500			291.968
JANUARY 2017	(1)SPL(00.00.22)T	SPL(24) T(13,20,26,31)	1		1.250					22		0.046	109.672		1.250				184.750			294.422
FEBRUARY 2017	(00.00.04)T	T(7)			1.250					4		0.008	110.914		1.250				186.000			296.914
MARCH 2017	(1)SPL(00.00.01)T	SPL(14) T(22)	1		1.250					1		0.002	112.161		1.250				187.250			299.411
APRIL 2017	(1)SPL(00.04.01)T	SPL(27) T(26,28)	1		1.250				4	1		0.502	112.909		1.250				188.500			301.409
MAY 2017	(1)FL	FL(26)			1.250		1					0.000	113.159		1.250				189.750			302.909
JUNE 2017	(00.00.15)T	T(30)			1.250					15		0.031	114.378		1.250				191.000			305.378
JULY 2017	(00.00.03)T	T(28)			1.250					3		0.006	115.622		1.250				192.250			307.872
AUGUST 2017	(13)SL(00.00.05)T	SL(2-4,7-11,14-18) T(25,31)			1.250					5		0.010	116.861		1.250			13	180.500			297.361
SEPTEMBER 2017	(1)SL	SL(18)			1.250							0.000	118.111		1.250			1	180.750			298.861
OCTOBER 2017	(00.04.01)T(2)SL	T(4,11) SL(2,3)			1.250				4	1		0.502	118.859		1.250			2	180.000			298.859
NOVEMBER 2017	(00.00.06)T	T(3,6)			1.250					6		0.012	120.098		1.250				181.250			301.348
DECEMBER 2017	(30)MONE(4)FL-M				1.250	15	4					0.000	102.348		1.250		15		167.500			269.848

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL			
			SPL/PL	OTHER S	EARNED	MONTHLY IZATION	FL	VL	ABSENCE/UNDERTIME/TARDINESS			BALANCE E	ABSENCE/ UNDERTIME W/O PAY	EARNED D	ABSENCE/ UNDERTIME W/PAY	MONTHLY IZATION		SL	BALANCE	ABSENCE/ UNDERTIME W/O PAY
									DAYS	HOURS	MINS									
JANUARY 2018	(2) SPL (00.04.09) T	SPL(15-16) T(12,2-26)	2		1.250				4	9	0.519	103.079		1.250				168.750		271.829
FEBRUARY 2018	(00.00.17) T	T(2,8,20)			1.250					17	0.035	104.294		1.250				170.000		274.294
MARCH 2018	(00.00.05) T	T(2,28)			1.250					5	0.010	105.533		1.250				171.250		276.783
APRIL 2018	(2) FL (00.00.01) T	FL(2,30) T(27)			1.250					1	0.002	104.781		1.250				172.500		277.281
MAY 2018	(2) FL (00.08.00) UT	FL(10-11) UT(9,18)			1.250					2	1.000	103.031		1.250				173.750		276.781
JUNE 2018	(00.04.04) T	T(21,26)			1.250					4	0.508	103.773		1.250				175.000		278.773
JULY 2018	(1) SPL (00.00.02) T/UT	SPL(6) T/UT(18,20)	1		1.250					2	0.004	105.019		1.250				176.250		281.269
AUGUST 2018	(5) SEL (00.00.01) T	SEL(9-10,20,22-23) T(2)		5	1.250					1	0.002	106.267		1.250				177.500		283.767
SEPTEMBER 2018	(3) SL (00.00.01) T	SL(10-11,18) T(21)			1.250					1	0.002	107.515		1.250			3	175.750		283.265
OCTOBER 2018	(4) SL	SL(19,29-31)			1.250						0.000	108.765		1.250			4	173.000		281.765
NOVEMBER 2018	(00.00.01) T	T(8)			1.250					1	0.002	110.012		1.250				174.250		284.262
DECEMBER 2018	(00.00.02) T(1) FL-M	T(21)			1.250			1		2	0.004	110.258		1.250				175.500		285.758
JANUARY 2019	(00.00.01) T	T(8)			1.250					1	0.002	111.506		1.250				176.750		288.256
FEBRUARY 2019	(00.00.02) T	T(21)			1.250					2	0.004	112.752		1.250				178.000		290.752
MARCH 2019	(2) SPL(00.00.09) T	SPL(14-15) T(7-8)	2		1.250					9	0.019	113.983		1.250				179.250		293.233
APRIL 2019	(4) FL(00.00.04) T	FL(23-26) T(5,22,30)			1.250			4		4	0.008	111.225		1.250				180.500		291.725
MAY 2019	(1) FL(1) VL(1) SPL(3) SL (00.00.01) T	FL(9) VL(10) SPL(17) T()	1		1.250			1			0.000	110.475		1.250			3	178.750		289.225
JUNE 2019					1.250						0.000	111.725		1.250				180.000		291.725
JULY 2019	(5) SL	SL(15-19)			1.250						0.000	112.975		1.250			2	179.250		292.225
AUGUST 2019	(00.00.05) T	T(2,16,29)			1.250					5	0.010	114.215		1.250				180.500		294.715
SEPTEMBER 2019	(00.00.03) T	T(13)			1.250					3	0.006	115.458		1.250				181.750		297.208
OCTOBER 2019	(4) SL(00.00.06) T	SL(4,24-25,28) T(11)			1.250					6	0.012	116.697		1.250			4	179.000		295.697
NOVEMBER 2019					1.250						0.000	117.947		1.250				180.250		298.197
DECEMBER 2019	(3) VL(00.00.03) T	VL(23,26-27) T(6,10)			1.250			3		3	0.006	116.191		1.250				181.500		297.691
JANUARY 2020	(00.00.07) T	T(9,17,28,31)			1.250					7	0.015	117.426		1.250				182.750		300.176
FEBRUARY 2020	(00.00.08) T	T(7,14,21)			1.250					8	0.017	118.659		1.250				184.000		302.659
MARCH 2020	(3) FL(2) SPL(00.04.01)	FL(9-11) SPL(12-13) T(5-16)	2		1.250			3		1	0.502	116.407		1.250				185.250		301.657
APRIL 2020	NONE				1.250						0.000	117.657		1.250				186.500		304.157
MAY 2020	NONE				1.250						0.000	118.907		1.250				187.750		306.657
JUNE 2020	NONE				1.250						0.000	120.157		1.250				189.000		309.157
JULY 2020	NONE				1.250						0.000	121.407		1.250				190.250		311.657
AUGUST 2020	NONE				1.250						0.000	122.657		1.250				191.500		314.157
SEPTEMBER 2020	NONE				1.250						0.000	123.907		1.250				192.750		316.657
OCTOBER 2020	NONE				1.250						0.000	125.157		1.250				194.000		319.157
NOVEMBER 2020	(00.05.01) T	T(23-24)			1.250					1	0.627	125.780		1.250				195.250		321.030
DECEMBER 2020	(3) FL	FL(22-23,29)			1.250			3			0.000	124.030		1.250				196.500		320.530
JANUARY 2021	(1) SPL(00.00.01) T	SPL(25) T(13)	1		1.250					1	0.002	125.278		1.250				197.750		323.028
FEBRUARY 2021					1.250						0.000	126.528		1.250				199.000		325.528
MARCH 2021	(1) FL(00.00.01) T	FL(11) T(4)			1.250			1		1	0.002	126.776		1.250				200.250		327.026
APRIL 2021	NONE				1.250						0.000	128.026		1.250				201.500		329.526
MAY 2021	(2) FL(00.00.22) T	FL(17,20) T(5,19,24-25)			1.250			2		22	0.046	127.230		1.250				202.750		329.980
JUNE 2021	(00.00.19) T	T(6-17,22,29-30)			1.250					19	0.040	128.441		1.250				204.000		332.441
JULY 2021	(1) SPL (00.00.05) T	SPL(15) T(13)	1		1.250					13	0.027	129.653		1.250				205.250		334.913
AUGUST 2021	(00.04.36) T	T(4,11,16-17,19,25,31)			1.250					36	0.575	130.338		1.250				206.500		336.838
SEPTEMBER 2021	NONE				1.250						0.000	131.588		1.250				207.750		339.338
OCTOBER 2021	(6) SL(00.12.00) T	SL(14-15,21-22,28-29) T(13,20,27)			1.250					12	1.500	131.338		1.250			6	203.000		334.338
NOVEMBER 2021	NONE				1.250						0.000	132.588		1.250				204.250		336.838
DECEMBER 2021	(00.00.31) T(2) FL-M	T(6,22)			1.250			2		31	0.065	131.774		1.250				204.250		337.274
JANUARY 2022	(00.00.11) T	T(3,21)			1.250					11	0.023	133.001		1.250				206.750		339.751
FEBRUARY 2022	(00.00.02) T	T(17)			1.250					2	0.004	134.247		1.250				208.000		342.247
MARCH 2022	(00.00.02) T(4) FL(3) SPL	T(10) FL(14-17) SPL(28-29,31)	3		1.250			4		10	0.021	131.476		1.250				209.250		340.726
APRIL 2022	(00.00.15) T	T(27)			1.250					15	0.031	132.695		1.250				210.500		343.195
MAY 2022	(00.00.01) T	T(26)			1.250					1	0.002	133.943		1.250				211.750		345.693

Name : ALFARO, IMELDA D.
Position : ADMINISTRATIVE OFFICER II.

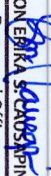
First Day of Government Service : JULY 1, 1997
Date of Promotional Appointment :

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINE D TOTAL					
			SP/LP/L	OTHER S	EARN D	MONET IZATIO N	FL	VL	ABSENCE/ UNDERTIME/			BALANC E	ABSENCE/ W/O PAY	EARN D	ABSENCE/ W/PAY	MONET IZATIO N		SL	BALANC E	ABSENCE/ W/O PAY		
									DAYS	HOURS	MIN										VALUE	
JUNE 2022	(00.00.08)T	T(6,9,16,21)			1,250							8	0.017	135.176		1,250				213.000		348.176
JULY 2022	(00.04.23)T	T(5,12,19,26,28)			1,250					4	23	0.548	135.878		1,250					214.250		350.128
AUGUST 2022	(00.00.10)T	T(2,4)			1,250						10	0.021	137.107		1,250					215.500		352.607
SEPTEMBER 2022	(00.00.19)T	T(5,20,21)			1,250								138.357		1,250					216.750		355.107
OCTOBER 2022	NONE				0.125								0.000	138.482		0.125				216.875		355.357


CERTIFICATION
as of OCTOBER 3, 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:


VON ERIKA S. CAUSAPIN
Personnel Officer
Member, Internal Audit Committee

Affirmed/Concurred by:


ABE R. FRANCISCO
Chief Administrative Officer
Chair, Internal Audit Committee

ALFARO, IMELDA D.
Employee



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, ADMIN. ASSISTANT III (COMP. OPERATOR II)
IMELDA D. ALFARO has the following accumulated leave credits
as of October 03, 2022 computed as follows:

Vacation Leave	138.482 days
Sick Leave	216.875 days
Total	355.357 days

Issued this TUESDAY, JANUARY 17, 2023 upon the request of the above personnel
whatever legal purpose it may serve.

Verified by:

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

Note : *The herein issued balances are subject to further reconciliation.*

Acknowledged as checked and verified by:

IMELDA D. ALFARO
ADMIN. ASSISTANT III (COMP. OPERATOR)

Date Acknowledged



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

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To Whom It May Concern:

This is to certify that based on record of this Office, ADMIN. ASSISTANT III (COMP. OPERATOR II)
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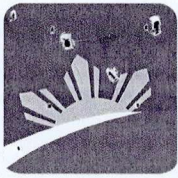
VON ERIKA S. CAUSAPIN
Administrative Officer IV /
Human Resources Management Officer II

Note : The herein issued balances are subject to further reconciliation.

Acknowledged as checked and verified by:

IMELDA D. ALFARO
ADMIN. ASSISTANT III (COMP. OPERATOR)

Date Acknowledged



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

Dear Ms. Imelda D. Alfaro,

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 ecrediting 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.

If you have plans of staying abroad after your retirement, you will continue to receive your pension by communicating with us through pensionglobal@gsis.gov.ph,

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, visit our website (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)

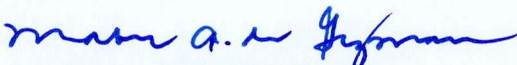

- : 1-800-8-847-4747
- For Smart, Sun, or Talk 'N Text users
(Flat rate of P8.00 per call from mobile phone)

: 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

11/21/2022

MR./MS. IMELDA D. ALFARO
BRGY PAYOMPON MAMBURAO OCCIDENTAL MINDORO
510604B PH

RETIREMENT NO.: RA 8291R0207999008
REF CLAIM NO. : RA 8291R0207999008572100221121
BP NUMBER : 2000901882

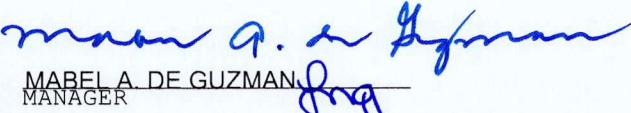
SIR/MADAM:

PLEASE BE INFORMED THAT YOUR APPLICATION FOR RETIREMENT UNDER RA 8291, EFFECTIVE 10/04/2022 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

11/25/2022

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

BP NUMBER : 2000901882	RET NO. : RA 8291R0207999008
IMELDA D. ALFARO	REF CLAIM ID : RA 8291R0207999008572100221121
BRGY PAYOMPON MAMBURAO OCCIDENTAL	DATE OF RETIREMENT : 10/04/2022
MINDORO 5106	POLICY NO. : CM00000489604
LAST EMPLOYER: DENR, PENRO MAMBURAO	PERIODS W/ PAID PREMIUMS : 23.85497670
MAMBURAO OCCIDENTAL MINDORO 5106 04B PH	

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

AGE : 65.00

5YR LUMP SUM FROM	10/04/2022 TO 10/03/2027 AT 11,958.56	717,513.60
-------------------	---------------------------------------	------------

ADD:

LESS:

REL	35,170.15
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TOTAL DEDUCTION

35,170.15

NET PROCEEDS

682,343.45

NOTE: MONTHLY PENSION IN THE AMT OF P 11,958.56 TO RESUME ON 10/04/2027 IF LIVING.

PROCEEDS CREDITED TO:

NAME: IMELDA D ALFARO	PRN: 220006360604	682,343.45
-----------------------	-------------------	------------

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 682,343.45
PRN: 220006360604 DATE: 11/24/2022

AUDITOR'S REPRESENTATIVE

AUDITOR

GOVERNMENT SERVICE INSURANCE SYSTEM

MAMBURAO

RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS & DEDUCTIONS

NAME : IMELDA D. ALFARO **BP NO.** : 2000901882
ADDRESS : BRGY PAYOMPON MAMBURAO OCCIDENTAL MINDORO **ID NO.** : 57100302065
510604B PH **RET DATE** : 10/04/2022
RET NO. : RA 8291R0207999008

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	0.00
		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	0.00
		INTEREST	0.00	
		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	0.00	
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	0.00
EAL	:	BALANCE	0.00	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	
		SURCHARGE	0.00	
		RI BENEFIT	0.00	
		RI PREMIUM REFUND	0.00	
		RI BALANCE	0.00	
PEN	:	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	
PEL	:	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	
GFL	:	EXCESS PYMT/BALANCE	0.00	0.00
		INTEREST	0.00	

**GOVERNMENT SERVICE INSURANCE SYSTEM
MAMBURAO**

RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS & DEDUCTIONS

NAME : IMELDA D. ALFARO ADDRESS : BRGY PAYOMPON MAMBURAO OCCIDENTAL MINDORO 510604B PH	BP NO. : 2000901882 ID NO. : 57100302065 RET DATE : 10/04/2022 RET NO. : RA 8291R0207999008
--	--

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	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	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	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	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		0.00
OTHER CREDITS 2		0.00		0.00
OTHER DEBITS 1			0.00	0.00
OTHER DEBITS 2			0.00	0.00
T O T A L S		0.00	0.00	0.00

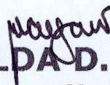
Republic of the Philippines)
City/Mun. of _____) S.S.
X-----X

AFFIDAVIT

I, IMELDA D. ALFARO, of legal age, married, Filipino citizen, and presently residing at Pag-Asa, Payompon, Mamburao, Occidental Mindoro, after having been duly sworn to in accordance with law, do hereby depose and say:

1. That I was formerly employed as Administrative Assistant III (Computer Operator II) in DENR PENRO Occidental Mindoro with office located at Brgy. Pag-Asa, Payompon, Mamburao, Occidental Mindoro;
2. That I already availed my compulsory retirement last October 3, 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/charged (civil, administrative and criminal) filed against me at any office, department, agency, court body or tribunal;
4. 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 18th day of January, 2023 at Mamburao, Occidental Mindoro.


IMELDA D. ALFARO
Affiant
(ID AND ID NUMBER)
Date issued on _____

SUBSCRIBED AND SWORN to before me this 19 JAN 2023
2023 in _____, Philippines, affiant exhibiting to
me his/her competent evidence of identity by way of _____
issued at _____ on _____.

Doc No. : 333
Page No.: 67
Book No.: 133
Series of 2022


ATTY. CIRILO Q. 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. VII-0010780/February 18, 2022
IBP No. 180593/11-28-2022/Occ. Mindoro
PTR No. 352459/01-03/2023/ Occ. Mindoro
Email Address: juntejoso@yahoo.com.ph

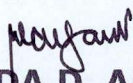
Republic of the Philippines)
City/Mun. of _____) S.S.
X-----X

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IMELDA D. ALFARO
Affiant
(ID AND ID NUMBER)
Date issued on _____

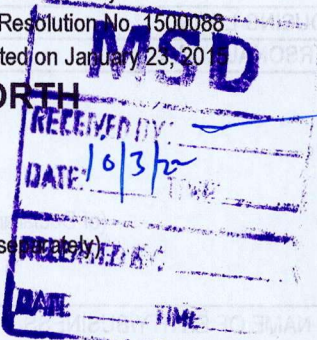
SUBSCRIBED AND SWORN to before me this 19 JAN 2023 day of _____, 2023 in _____, Philippines, affiant exhibiting to me his/her competent evidence of identity by way of _____ issued at _____ on _____.

Doc No. : 333
Page No.: 67
Book No.: 133
Series of 2022

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. VII-0010780/February 18, 2022
IBP No. 180595/11-28-2022 Occ. Mindoro
PTR No. 352459/01-03/2023/ Occ. Mindoro
Email Address: juntejoso@yahoo.com.ph

SWORN STATEMENT OF ASSETS, LIABILITIES AND NETWORTH

As of October 3, 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:	ALFARO	IMELDA	D.	Position:	ADMIN ASSISTANT III
	Family Name	First Name	M.I.	Agency/Office:	DENR-PENRO MAMBURAO
Address:	PAG-ASA,BRGY. PAYOMPON,MAMBURAO			Office Address:	PAG-ASA,PAYOMPON,MAMBURAO
	OCCIDENTAL MINDORO				OCCIDENTAL MINDORO
Spouse:	ALFARO	JERRY	A.	Position	SELF-EMPLOYED
	Family Name	First Name	M.I.	Agency/Office:	N/A
				Office Address:	N/A

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

Name	Date of Birth	Age
1. N/A		
2.		

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	
LOT	RESIDENTIAL	PUROK PAG-ASA,BRGY PAYOMPON,MAMBURAO, OCCIDENTAL MINDORO	26,200.00	126,000.00	1996	PURCHASED	100,000.00
HOUSE	RESIDENTIAL	PUROK PAG-ASA,BRGY PAYOMPON,MAMBURAO, OCCIDENTAL MINDORO	77,980.00	389,880.00	2005	MORTGAGED	306,420
LAND	AGRICULTURAL	SITIO MAASIM, BRGY. PAYOMPON, MAMBURAO, OCCIDENTAL MINDORO	897.00	272.00	2009	FREE PATENT	N/A
LOT	RESIDENTIAL	BRGY. MURTHA, SAN JOSE, OCCIDENTAL MINDORO	30,000.00	90,000.00	2010	FREE PATENT	N/A

Sub-total: P 406,420.00

b. Personal Properties

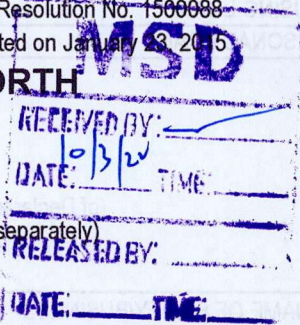
DESCRIPTION	YEAR ACQUIRED	ACQUISITION COST/ AMOUNT
FURNITURES AND FIXTURES	2021 - 2022	150,000.00
BOOKS,ENCYCLOPEDIA	2005	27,000.00
CAPITAL SHARE-CENRO MAMBURAO MULTI-PURPOSE COOPERATIVE	2001-2022	172,300.00
MOTORCYCLE BOXER KAWASAKI(PLATE NO. UZ 9698)	2012	52,250.00
MOTORCYCLE YAMAHA MIO 125 (PLATE NO. For Registration)	2017	118,800.00
LIFE PLAN	2013	39,000.00
CASH ON HAND	As of October 3, 2022	25,000.00

Sub-total: P 584,350.00
Total Assets (a+b): P 990,770.00

Maya Jay

SWORN STATEMENT OF ASSETS, LIABILITIES AND NETWORK

As of October 3, 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:	ALFARO	IMELDA	D.	Position:	ADMIN ASSISTANT III
	Family Name	First Name	M.I.	Agency/Office:	DENR-PENRO MAMBURAO
Address:	PAG-ASA,BRGY. PAYOMPON,MAMBURAO			Office Address:	PAG-ASA,PAYOMPON,MAMBURAO
	OCCIDENTAL MINDORO				OCCIDENTAL MINDORO
Spouse:	ALFARO	JERRY	A.	Position	SELF-EMPLOYED
	Family Name	First Name	M.I.	Agency/Office:	N/A
				Office Address:	N/A

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

Name	Date of Birth	Age
1. N/A		
2.		

ASSETS, LIABILITIES AND NETWORK

(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	
LOT	RESIDENTIAL	PUROK PAG-ASA,BRGY PAYOMPON,MAMBURAO, OCCIDENTAL MINDORO	26,200.00	126,000.00	1996	PURCHASED	100,000.00
HOUSE	RESIDENTIAL	PUROK PAG-ASA,BRGY PAYOMPON,MAMBURAO, OCCIDENTAL MINDORO	77,980.00	389,880.00	2005	MORTGAGED	306,420
LAND	AGRICULTURAL	SITIO MAASIM, BRGY. PAYOMPON, MAMBURAO, OCCIDENTAL MINDORO	897.00	272.00	2009	FREE PATENT	N/A
LOT	RESIDENTIAL	BRGY. MURTHA, SAN JOSE, OCCIDENTAL MINDORO	30,000.00	90,000.00	2010	FREE PATENT	N/A

Sub-total: P 406,420.00

b. Personal Properties

DESCRIPTION	YEAR ACQUIRED	ACQUISITION COST/ AMOUNT
FURNITURES AND FIXTURES	2021 - 2022	150,000.00
BOOKS,ENCYCLOPEDIA	2005	27,000.00
CAPITAL SHARE-CENRO MAMBURAO MULTI-PURPOSE COOPERATIVE	2001-2022	172,300.00
MOTORCYCLE BOXER KAWASAKI(PLATE NO. UZ 9698)	2012	52,250.00
MOTORCYCLE YAMAHA MIO 125 (PLATE NO. For Registration)	2017	118,800.00
LIFE PLAN	2013	39,000.00
CASH ON HAND	As of October 3, 2022	25,000.00

Sub-total: P 584,350.00
Total Assets (a+b): P 990,770.00

Alfaro *Jerry*



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

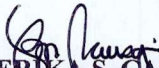
CERTIFICATION

To whom it may concern:

This is to certify that the last salary received by **ADMIN. ASSISTANT II IMELDA D. ALFARO** from this office are the following:

October 1-3, 2022		
Actual Salary.....	P	2,007.58
PERA.....		272.73
Gross Salary.....	P	<u>2,280.31</u>
LESS : DEDUCTIONS:		
Life and Retirement.....	P	-
PAG-IBIG Cont.....		-
PhilHealth.....		-
Total Deductions.....	P	<u>-</u>
Net Salary.....	P	<u><u>2,280.31</u></u>

Issued this 17th day of January 2023, upon the request of Mrs. Alfaro for whatever legal purpose it may serve.


VON ERKA S. CAUSAPIN
Administrative Officer IV / HRMO II



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

CERTIFICATION

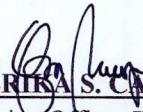
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Administrative Officer IV / HRMO II



REPUBLIC OF THE PHILIPPINES
OFFICE OF THE OMBUDSMAN


0249712-16

C L E A R A N C E

This certifies that our records show that as of 04 July 2022, **IMELDA DATINGUINO ALFARO, DENR-PENRO Occidental Mindoro**, has NO PENDING CRIMINAL AND ADMINISTRATIVE CASES with the Office of the Ombudsman.

Issued on **05 July 2022** upon the request of **IMELDA DATINGUINO ALFARO** for whatever legal purposes it may serve.

BY AUTHORITY OF THE OMBUDSMAN


ATTY. MARY SUSAN S. GUILLERMO
DSP/Acting Assistant Ombudsman
Public Assistance and Corruption Prevention Office

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

OR#: LBP 43566589 / P150.00 / 2022-04-06
CONTROL NO. 22-249712-16
/AAN

WE PROTECT



REPUBLIC OF THE PHILIPPINES
OFFICE OF THE OMBUDSMAN

0249712-16

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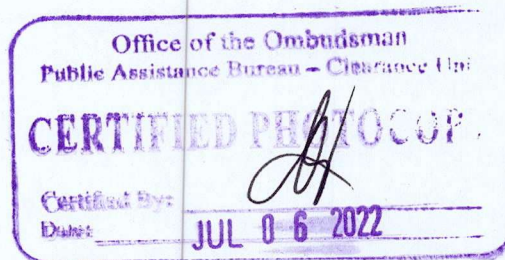
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WE PROTECT

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

NOTICE OF SALARY ADJUSTMENT

Date: February 09, 2022

Ms. ALFARO, IMELDA D.
PENRO Occidental Mindoro
Mamburao, Occidental Mindoro

Madame:


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
SG <u>9</u> , Step <u>3</u> | P <u>20,745.00</u> |
| 2. Actual monthly basic salary as of <u>December 31, 2021</u> ;
SG <u>9</u> , Step <u>3</u> | P <u>19,922.00</u> |
| 3. Monthly salary adjustment effective <u>January 01, 2022</u> (1 - 2) | P <u>823.00</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: ADMINISTRATIVE ASSISTANT III (COMP. OPTR. II)
Salary Grade: 9
Item No.: FY Personnel Services Itemization
and/or Plantilla of Personnel: OSEC - DENRB - ADAS3 - 32 - 2014

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

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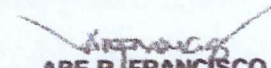
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