

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

May 29, 2023

#### **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

REQUEST FOR MONETIZATION OF LEAVE CREDITS OF

CENR OFFICER EFREN L. DELOS REYES

Respectfully forwarding herewith is the request for monetization of thirty (30) leave credits of CENR Officer Efren L. Delos Reyes to be used for the medical support/assistance to his wife, whom will undergo Hysteroscopy with Endometrial Curettage and Polypectomy Dilation procedures.

Attached is the Request Letter, application of Leave – Monetization and the Medical Certificate of his wife.

For information and consideration.

For and in the Absence of OIC PENR Officer:

Chief, Management Services Division

Brgy. Payompon, Mamburao, Occidental Mindoro Email address: msd\_occmdo@yahoo.com
Telephone number: 043-458-9885



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

May 29, 2023

#### **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

REQUEST FOR MONETIZATION OF LEAVE CREDITS OF

CENR OFFICER EFREN L. DELOS REYES

Respectfully forwarding herewith is the request for monetization of thirty (30) leave credits of CENR Officer Efren L. Delos Reyes to be used for the medical support/assistance to his wife, whom will undergo Hysteroscopy with Endometrial Curettage and Polypectomy Dilation procedures.

Attached is the Request Letter, application of Leave – Monetization and the Medical Certificate of his wife.

For information and consideration.

For and in the Absence of OIC PENR Officer:

Chief, Management Services Division



May 22, 2023

#### FOR. ERNESTO E. TAÑADA

OIC-PENR Officer DENR-PENRO Occidental Mindoro Mamburao, Occidental Mindoro

Dear PENRO Tañada,

Isang maka-KALIKASANG pagbati po!

May I request for Monetization of my Thirty (30) days leave credits to be used for the medical support/assistance of my wife, Mrs. Gemma P. Delos Reyes whom will undergo *Hysteroscopy with Endometrial Curretage and Polypectomy Dilation* procedures.

Attached is the photocopy of the Medical Certificate from her Obstetrician Gynecologist, Evangeline F. Casa, MD., FPOGS.

Thank you for your kind consideration.

Sincerely yours,

EFREN L. DELOS REYES

**CENR Officer** 

DENR-CENRO San Jose, Occidental Mindoro

RELIANDS THE

PENO den / 2=44p

RETENEDIN 9.20

BETENEDIN 9.20

Brgy. Labangan, San Jose, Occidental Mindoro Tel. Number (043) 457- 0236 / (043) 742-6627

Email: cenrosanjose@denr.gov.ph



## **EVANGELINE F. CASAS, M.D., FPOGS**

#### **OBSTETRICIAN - GYNECOLOGIST**

Mobile No. 0908-8622208 E-mail add: efcasas@stlukes.com.ph

#### ST. LUKE'S MEDICAL CENTER

Rm. 504, Medical Arts Building E. Rodriguez Sr. Blvd., Quezon City Tel. No.: 8723-0101 loc. 6504

#### **CLINIC HOURS:**

Monday to Friday: 9:00 am - 12:00 nn Saturday .: 9:00 am - 2:00 pm

#### PACIFIC GLOBAL MEDICAL CENTER

Rm. 302 Medical Arts Building Lot 2B Mindanao Avenue. Novaliches, Quezon City Tel. No.: 7901-4941 loc. 3302

#### CLINIC HOURS:

By Appointment Tue • Thurs • Sat.

#### PROVIDENCE HOSPITAL

Rm. 7 & OG Rm. 1 6th floor OPD 1515 Quezon Avenue West Triangle, Quezon City Tel. No.: 8558-6999 loc. 612

#### **CLINIC HOURS:**

Sun 10:00 am - 12:00 nn Tues • Wed 12:00 nn - 2:00 pm

### MEDICAL CERTIFICATE

To whom it may concern:	Genm	Rinn	100	13
This is to certify that	Centra	occord,	m.	y/o
was seen and examined in my clin	ic on	5/18/2003		_with the
following findings and/or				
Diagnosis:				
To Consider Myr	Evdon	et rul	Polyp	
My	blim'			
Recommendations:				
for Hysteracy and Pary This certification is being	my with	Enland Duff on the req	te hul m and uest of the p	atse an Hoge patient for
whatever purpose it may serve hi	m/her excep	t for medico	legal purpo	oses.
			Ef 1	
		VANGELINE O	V	
		IC. NO.:	997	73
	1	TR NO.:		

S2 No.: .



May 22, 2023

FOR. ERNESTO E. TAÑADA OIC-PENR Officer DENR-PENRO Occidental Mindoro Mamburao, Occidental Mindoro

Dear PENRO Tañada,

Isang maka-KALIKASANG pagbati po!

May I request for Monetization of my Thirty (30) days leave credits to be used for the medical support/assistance of my wife, Mrs. Gemma P. Delos Reyes whom will undergo *Hysteroscopy with Endometrial Curretage and Polypectomy Dilation* procedures.

Attached is the photocopy of the Medical Certificate from her Obstetrician Gynecologist, Evangeline F. Casa, MD., FPOGS.

Thank you for your kind consideration.

Sincerely yours,

EFREN L. DELOS REYES

**CENR Officer** 

DENR-CENRO San Jose, Occidental Mindoro



Brgy. Labangan, San Jose, Occidental Mindoro

Tel. Number (043) 457- 0236 / (043) 742-6627

Email: cenrosanjose@denr.gov.ph



## **EVANGELINE F. CASAS, M.D., FPOGS**

### **OBSTETRICIAN - GYNECOLOGIST**

Mobile No. 0908-8622208

E-mail add: efcasas@stlukes.com.ph

#### ST. LUKE'S MEDICAL CENTER

Rm. 504, Medical Arts Building E. Rodriguez Sr. Blvd., Quezon City Tel. No.: 8723-0101 loc. 6504

#### **CLINIC HOURS:**

Monday to Friday.: 9:00 am - 12:00 nn Saturday.: 9:00 am - 2:00 pm

#### PACIFIC GLOBAL MEDICAL CENTER

Rm. 302 Medical Arts Building Lot 2B Mindanao Avenue, Novaliches, Quezon City Tel. No.: 7901-4941 loc. 3302

#### CLINIC HOURS:

By Appointment
Tue • Thurs • Sat.

#### PROVIDENCE HOSPITAL

Rm. 7 & OG Rm. 1 6th floor OPD 1515 Quezon Avenue West Triangle, Quezon City Tel. No.: 8558-6999 loc. 612

#### **CLINIC HOURS:**

Sun 10:00 am - 12:00 nn Tues • Wed 12:00 nn - 2:00 pm

### MEDICAL CERTIFICATE

To whom it may concern:	(2
This is to certify that lemm left luft	,y/o
This is to certify that  Was seen and examined in my clinic on  5/18/2013	with the
following findings and/or	
Diagnosis:	
To Consider Evolunet rul Pol Mynabling	40
Mynn bling	
Recommendations:	
for Hysteraciopy with Enlanger and Preypetory on Detha a	Custre me Canthrope
This certification is being issued upon the requestor	
whatever purpose it may serve him / her except for medico legal	I purposes.
Ef-	1
EVANGELINE O. FRAN	99773
PTR NO.:	

S2 No .: \_



# Republic of the Philippines Department of Environment and Natural Resources MIMAROPA Region Community Environment and Natural Resources Office

Brgy. Labangan, San Jose, Occidental Mindoro

### **APPLICATION FOR LEAVE**

OFFICE/DEPARTMENT EMPLOYEE NO.     CENRO	2. NAME (LAST)  DELOS REYE	•	IRST) EFREN	(MIDDLE)  LABAYOG
3. DATE OF FILING: 05/24/2023	4. POSITION :	*****		ARY 90,078.00
			5. SALA	ARY 90,078.00
6.	DETAILS OF APPLI	CATION		
6. AA) TYPE OF LEAVE		6.B DETAILS C	OF LEAVE	
Vacation Leave (Sec 51. Rule XVI, Omnibus Rules Im Mandatory/Forced Leave (Sec 25, Rule XVI.Omnib Sick Leave (Sec 43.Rule XVI, Omnibus Rules Im Maternity Leave (R.A. No. 11210/IRR Issued by the paternity Leave (R.A. No. 6187/CSC MC No. 71 Special Privilege Leave (Sec 21. Rule XVI, Omnibus Solo Parent Leave (RA No. 8972/CSC MC No. 82 Study Leave (Sec 68.Rule XVI. Omnibus Rules In 10 day VAWC Leave (RA No. 9262/CSC MC No. 82 Rehabilitation Privilege (Sec 55. rule XVI, Omnibus Rules In Special Leave Benefits for Women (RA No. 97 Special Emergency (Calamity) Leave (CSC M Adoption Leave (RA No 8552)  Others: MONETIZATION  6.C NUMBER OF WORKING DAYS APPL 30 DAYS	us Rules Implementing E.O. No.292) plementing E.O. No.292) CSC,DOLE and SSS) s 1998 as amended) s rules Implementing E.O. No. 292) 8 s 2004) mplementing EO No. 292) lo. 15 s 2005) Rules Implementing E.O. No. 292) 710/CSC MC No. 25 s 2010 CC No. 2.s 2012 as amended)	Within   Abroad   In Case of   In Hos   Out Pa	Study Leave: etion of Master's D Board Examination bose ization of Leave Ci nal Leave	ss)  mefit for Women:  Degree Review
INCLUSIVE DAYS			U	
			(Signatur	of Applicant)
7. DETA	ILS OF ACTION ON	APPLICA	TION	
Total Earned 53 · 370 /t	ck Leave 4. 960 	₹ Fo	MMENDATION or approval or disapproval due	to
CHIEF AO, SCHIEF, MS		DON		GORDOVE, CESO IV anagement Services
7.C APPROVED FOR:		7.D DISAPPRO	OVED DUE TO:	
days with pay days without pay others (specify)				
PERSONNEL	LORMELYN F. CLA Regional Execut		O IV	
DV: 4				



# Republic of the Philippines Department of Environment and Natural Resources MIMAROPA Region Community Environment and Natural Resources Office

Brgy. Labangan, San Jose, Occidental Mindoro

#### **APPLICATION FOR LEAVE**

<ol> <li>OFFICE/DEPARTMENT EMPLOYEE NO. 2</li> <li>CENRO</li> </ol>	2. NAME (LAST) <b>DELOS REYI</b>	(FIRS	T) FREN	(MIDDLE)  LABAYOG	
B. DATE OF FILING:05/24/2023	4. POSITION :			90,078.00	
6. DETAILS OF APPLICATION					
CAA) TYPE OF LEAVE		6.B DETAILS OF L	EAVE		
Vacation Leave (Sec 51. Rule XVI, Omnibus Rules Impler Mandatory/Forced Leave (Sec 25, Rule XVI Omnibus R Sick Leave (Sec 43.Rule XVI, Omnibus Rules Impler Maternity Leave (R.A. No. 11210/IRR Issued by CSC Paternity Leave (R.A. No. 6187/CSC MC No. 71 s 1 Special Privilege Leave (Sec 21. Rule XVI, Omnibus rul Solo Parent Leave (RA No. 8972/CSC MC No. 8 s: Study Leave (Sec 68.Rule XVI. Omnibus Rules Impl 10 day VAWC Leave (RA No. 9262/CSC MC No. Rehabilitation Privilege (Sec 55. rule XVI, Omnibus Rule Special Leave Benefits for Women (RA No. 9710 Special Emergency (Calamity) Leave (CSC MC No. Adoption Leave (RA No 8552)  Others: MONETIZATION	Rules Implementing E.O. No.292)  menting E.O. No.292)  C,DOLE and SSS)  1998 as amended)  es Implementing E.O. No. 292)  2004)  lementing EO No. 292)  15 s 2005)  es Implementing E.O. No. 292)  //CSC MC No. 25 s 2010	Within the   Abroad (spontage of Sice   In Hospita   Out Patier   In case of Specify illness   In case of Student   Completion   BAR/Boar   Other Purpose	k Leave Il (specify illness) Int (specify il	t for Women:	
S.C NUMBER OF WORKING DAYS APPLIE 30 DAYS INCLUSIVE DAYS	D FOR	6.D COMMUT/ Requester Not Reque	d	of Applicant)	
7. DETAIL	S OF ACTION ON	APPLICATION	N		
Total Earned \$3.370   \$4 \\ Less this application -	Leave .ala .glu)		IENDATION pproval isapproval due to		
ABE R. FRANCISCO CHIEF AO, SCHIEF, MSD		DONNA		RDOVE, CESO IV	
1 <sup>2</sup> 1 <sup>2</sup>			AND, Mana	gernent Services	
7.C APPROVED FOR:  days with pay days without pay others (specify)	LORMELYN F. CLA Regional Execu				



DATE: 04/24/23 TIME: 8h

## Republic of the Philippines Department of Environment and Natural Resources MIMAROPA Region Community Environment and Natural Resources Office

Brgy. Labangan, San Jose, Occidental Mindoro

#### **APPLICATION FOR LEAVE**

OFFICE/DEPARTMENT EMPLOYEE NO. 2     CENRO	2. NAME (LAST) <b>DELOS REYE</b>	(FIRST	(MIDDLE)  FREN LABAYOG		
3. DATE OF FILING:05/24/2023	4. POSITION :		5. SALARY <b>90,078.00</b>		
			0. OALAKT 00,010.00		
	ETAILS OF APPLIC				
6. A A) TYPE OF LEAVE	6	6.B DETAILS OF LE	EAVE		
Wacation 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. 6187/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 EO 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)		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 Benefit for Women: (Specify illness)  In case of Study Leave:  completion of Master's Degree  BAR/Board Examination Review Other Purpose  Monetization of Leave Credits  Terminal Leave			
6.C NUMBER OF WORKING DAYS APPLIED FOR 30 DAYS INCLUSIVE DAYS		6.D COMMUTATION  Requested  Not Requested  (Signature/of Applicant)			
7. DETAIL	S OF ACTION ON	APPLICATIO	N		
Total Earned 53.370 (59) Less this application	Leave .960		proval sapproval due to  MAYOR-GORDOVE, CESO IV		
M CHIEF AO, SCHIEF, WISD			ARD, Management Services		
7.C APPROVED FOR:  days with pay days without pay others (specify)	LORMELYN F. CLA Regional Execut				