



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 : **SUBMISSION OF REQUIRED DOCUMENTS RELATIVE TO
COMPULSORY RETIREMENT OF FORESTER II DIOSDADO D.
TORRADP FROM SERVICE 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. Leave Credit Index in excel format
5. Certification of Leave Credits
6. GSIS Clearance
7. Affidavit of Pendency / Non-Pendency of Case
8. Notice of Salary Adjustment
9. SALN (exit)
10. Certification of Last Salary Received
11. Ombudsman Clearance

For information and consideration.

For and in the Absence of OIC PENR Officer:


ABE R. FRANCISCO
Chief, Management Services Division



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

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ABE R. FRANCISCO
Chief, Management Services Division

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
MIMAROPA REGION
1515 DENR by the Bay Bldg., Roxas Boulevard, Ermita, Manila

CLEARANCE FORM

I

PURPOSE

TO: **DENR MIMAROPA REGION**

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

Purpose: ☐ Transfer ☐ Resignation ☐ Other Mode of Separation:

☐ Retirement ☐ Leave

Effectivity/Inclusive Period: **January 1, 2023**

Office of Assignment: **CENRO SABLAYAN, OCCIDENTAL MINDORO**

Position/SG/Step: **FORESTER II / SG 15**

January 16, 2023

Date of Application

Diosdado D. TORRADO

Name and Signature of Employee

Please specify: **OPTIONAL RETIREMENT**

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 H. VARGAS Admin. Officer I (Records Officer I)	
c. Personnel Section			VON ERIKA S. CAUSAPIN Admin. Officer IV (HRMO II)	
2. Finance and Assets Management				
a. Accounting Section			DONEBELLE S. MESINA Accountant III	
b. Cashier			MARIA JESSICA P. DEL ROSARIO Admin. Officer I (Cashier I)	
c. CENRO Mamburao Multi-Purpose Cooperative			CELSO B. ALMAZAN Chairman, CMMPC	
3. Professional and Institutional Development				
a. DENR Foreign and Local Scholarship				

IV

CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:

a. Legal Division				
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☐ with pending administrative case

☐ with ongoing investigation (no formal charge yet)

V

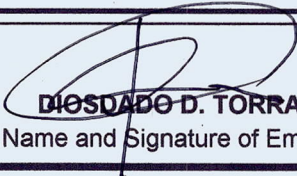
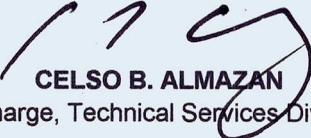
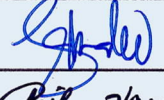
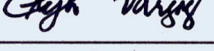
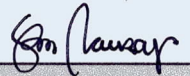
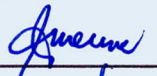
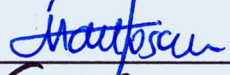
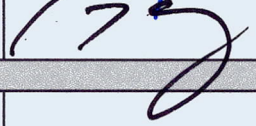
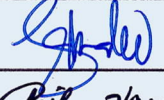
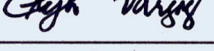
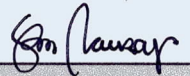
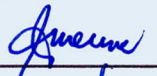
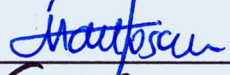
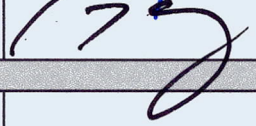
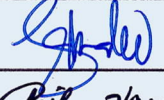
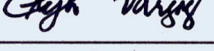
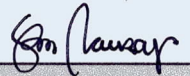
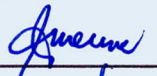
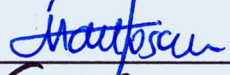
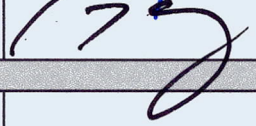
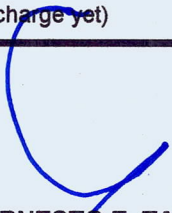
CERTIFICATION

ERNESTO E. TAÑADA

OIC, PENR Officer

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
MIMAROPA REGION
1515 DENR by the Bay Bldg., Roxas Boulevard, Ermita, Manila

CLEARANCE FORM

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Official Receipt of the Republic of the Philippines			
Nº 2873636 Z			
Date 04/20/23			
Agency DENR PENRD	Fund		
Payor Diosdado P. Torrado			
Nature of Collection	Account Code	Amount	
Property Accountability		₱ 6,120	
TOTAL		₱ 6,120	
Amount in Words Six thousand			
One Hundred Twenty pesos			
☒ Cash	Drawee Bank	Number	Date
☐ Check			
☐ Money Order			
Received the amount stated above.			
 Collecting Officer			
NOTE: Write the number and date of this receipt on the back of check or money order received.			

Official Receipt of the Republic of the Philippines			
N ^o 2873636 Z			
Date 04/20/23			
Agency DENR PENRD	Fund		
Payor Diosdado P. Torrado			
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UNSURRENDERED PROPERTIES OF FORESTER II DIOSDADO D. TORRADO
AS OF JANUARY 16, 2023

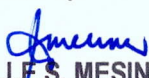
	DESCRIPTION	DATE RECEIVED	ESTIMATED USEFUL LIFE	USED LIFE	UNIT COST	5% SALVAGE VALUE	VALUE
1.	TABLET, SAMSUNG, TABS2, COLOR WHITE W/ MODEL: SM-T715Y, SN: RF2GA066V5Z (2016-05-030- 0367-02)	February 03, 2016	5 years	6 years and 11 months	₱ 22,950.00	₱ 1,147.50	₱ 1,147.50
2.	TABLET, SAMSUNG, GALAXY TAB S, SN: R52F70Q7H9X (2014-05-030- 0227-08)	August 27, 2014	5 years	8 years and 5 months	₱ 28,050.00	₱ 1,402.50	₱ 1,402.50
3.	GPS, GARMIN MONTANA 650, SN: 2JPO66567 (2014- 05-140-0058-08)	September 17, 2014	5 years	8 years and 4 months	₱ 33,000.00	₱ 1,650.00	₱ 1,650.00
4.	GPS, GARMIN MONTANA 650, WITH ACCESSORIES (2015-05-140-0065-02)	December 31, 2015	5 years	7 years	₱ 38,400.00	₱ 1,920.00	₱ 1,920.00

	QUANTITY	VALUE	AMOUNT
TABLET	1	₱ 1,147.50	₱ 1,147.50
TABLET	1	₱ 1,402.50	₱ 1,402.50
GPS (GARMIN MONTANA)	1	₱ 1,650.00	₱ 1,650.00
GPS (GARMIN MONTANA)	1	₱ 1,920.00	₱ 1,920.00
		TOTAL: ₱	6,120.00

Prepared by:


LYZA ELLAINE A. BERNABE
AO I (Supply Officer)

Checked and Corrected by:


DONEBELLE S. MESINA
Accountant III

**UNSURRENDERED PROPERTIES OF FORESTER II DIOSDADO D. TORRADO
AS OF JANUARY 16, 2023**

	DESCRIPTION	DATE RECEIVED	ESTIMATED USEFUL LIFE	USED LIFE	UNIT COST	5% SALVAGE VALUE	VALUE
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Prepared by:

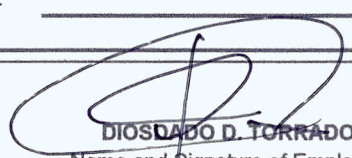
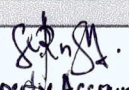
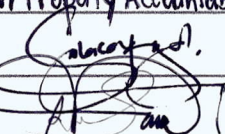
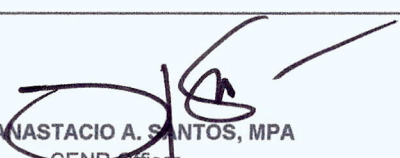
LYZA ELLAINE A. BERNABE
 AOI (Supply Officer)

Checked and Corrected by:

DONEBELLE S. MESINA
 Accountant III

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
MIMAROPA REGION
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Road, Barangay Sto. Niño, Sablayan, Occidental Mindoro

CLEARANCE FORM

I PURPOSE				
TO: DENR MIMAROPA REGION		Date of Application _____		
I hereby apply for clearance from money, property and work-related accountabilities for:				
Purpose: ☐ Transfer ☐ Resignation ☐ Other Mode of Separation:				
☒ Retirement ☐ Leave Please specify: _____				
Effectivity/Inclusive Period: _____				
Office of Assignment: DENR-CENRO SABLAYAN, OCCIDENTAL MINDORO		 DIOSDADO D. TORRADO Name and Signature of Employee		
Position/SG/Step: FORESTER III/ SG-15 / 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.				
 REYNALDO A. DAÑO ECOMS II/Chief, Planning and Support Unit/ Administrative Officer		 SAIS A. GUIMOD Forester III/Deputy CENR Officer		
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			SERNA M. URIETA Admin Aide VI/Property Custodian	 W/ Property Accountabilities
b. Records Section			MERRY ANN C. LACAP SI I/In-Charge, Records Unit	 already ad.
c. Personnel Section			REYNALDO A. DAÑO ECOMS II/Chief, Planning & Support Unit/Administrative Officer	
2. Finance and Assets Management				
a. Accounting Section				
b. Cashier				
c. Multi-Purpose Cooperative				
3. Professional and Institutional Development				
a. DENR Foreign and Local Scholarship				
IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:				
a. Legal Division				
☐ with pending administrative case				
☐ with ongoing investigation (no formal charge yet)				
V CERTIFICATION				
 FOR. ANASTACIO A. SANTOS, MPA CENR Officer				

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
MIMAROPA REGION
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Road, Barangay Sto. Niño, Sablayan, Occidental Mindoro

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Effectivity/Inclusive Period: _____			 DIOSDADO D. TORRADO Name and Signature of Employee	
Office of Assignment: <u>DENR-CENRO SABLAYAN, OCCIDENTAL MINDORO</u> Position/SG/Step: <u>FORESTER III/ SG-15 / STEP-3</u>				
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 REYNALDO A. DAÑO ECOMS II/Chief, Planning and Support Unit/ Administrative Officer		 ISAIAS A. GUIMOD Forester III/Deputy CENR Officer		
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Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
1. Administration Sector				
a. General Services Section			SERNA M. URIETA Admin Aide VI/Property Custodian	 <i>Serina M. Urieta</i> w/ Property Accountabilities
b. Records Section			MERRY ANN C. LACAP SI I/In-Charge, Records Unit	 <i>Merry Ann C. Lacap</i>
c. Personnel Section			REYNALDO A. DAÑO ECOMS II/Chief, Planning & Support Unit/Administrative Officer	 <i>Reynaldo A. Daño</i>
2. Finance and Assets Management				
a. Accounting Section				
b. Cashier				
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☐ with pending administrative case ☐ with ongoing investigation (no formal charge yet)				
V CERTIFICATION				
 FOR. ANASTACIO A. SANTOS, MPA CENR Officer				



SERVICE RECORD

NAME: DIOSDADO DUQUE TORRADO (If married woman also full maiden name)
(First Name) (Maiden Name) (Middle Name) (Surname)
BIRTH: NOVEMBER 13, 1961 ALCALA, CAGAYAN (Date herein should be checked from birth or baptismal certificate or other reliable documents)
(Date) (Place)

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

Inclusive Date		RECORD OF APPOINTMENT			OFFICE			SEPARATION	
		Position/Designation			Entity or Division	Branch	L/V Abs. w/o Pay	Date	Cause
From	To	Position/Designation	Status	Salary Per Annum					
01/01/2023		RETIRED							
01/01/2022	12/31/2022	FORESTER II	PERM.	₱ 430,296.00	DENR	PENRO OCC. MINDORO	NONE	N/A	N/A
09/04/2021	12/31/2021	FORESTER II	PERM.	₱ 412,032.00	DENR	PENRO OCC. MINDORO	NONE	N/A	N/A
01/01/2021	09/03/2021	FORESTER II	PERM.	₱ 407,436.00	DENR	PENRO OCC. MINDORO	NONE	N/A	N/A
01/01/2020	12/31/2020	FORESTER II	PERM.	₱ 389,172.00	DENR	REGION IVB MIMAROPA	NONE	N/A	N/A
01/01/2019	12/31/2019	FORESTER II	PERM.	₱ 370,908.00	DENR	REGION IVB MIMAROPA	NONE	N/A	N/A
09/04/2018	12/31/2018	FORESTER II	PERM.	₱ 352,308.00	DENR	REGION IVB MIMAROPA	NONE	N/A	N/A
01/01/2018	09/03/2018	FORESTER II	PERM.	₱ 348,120.00	DENR	REGION IVB MIMAROPA	NONE	N/A	N/A
01/01/2017	12/31/2017	FORESTER II	PERM.	₱ 330,780.00	DENR	CENRO SAN JOSE	NONE	N/A	N/A
01/01/2016	12/31/2016	FORESTER II	PERM.	₱ 314,304.00	DENR	CENRO SAN JOSE	NONE	N/A	N/A
09/04/2015	12/31/2015	FORESTER II	PERM.	₱ 298,644.00	DENR	CENRO SAN JOSE	NONE	N/A	N/A
04/29/2014	09/03/2015	FORESTER I	PERM.	₱ 231,624.00	DENR	PENRO OCC. MINDORO	NONE	N/A	N/A
06/01/2012	04/28/2014	FORESTER I	PERM.	₱ 229,332.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A
06/01/2011	05/31/2012	FORESTER I	PERM.	₱ 213,180.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A
04/29/2011	05/31/2011	FORESTER I	PERM.	₱ 197,028.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A
06/24/2010	04/28/2011	FORESTER I	PERM.	₱ 193,884.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A
07/01/2009	06/23/2010	FORESTER I	PERM.	₱ 177,300.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A
07/01/2008	06/30/2009	FORESTER I	PERM.	₱ 160,704.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A
04/29/2008	06/30/2008	FORESTER I	PERM.	₱ 146,100.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A
07/01/2007	04/28/2008	FORESTER I	PERM.	₱ 142,536.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A
04/29/2005	06/30/2007	FORESTER I	PERM.	₱ 129,576.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A
04/29/2002	04/28/2005	FORESTER I	PERM.	₱ 126,420.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A
****penrooccidentalmindoropenrooccidentalmindoropenrooccidentalmindoropenrooccidentalmindoropenro****									
Note:									
This is issued upon request of Mr./M <u>TORRADO</u> 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:

VONERIKA S. CAUSA PIN
Administrative Officer IV (HRMO II)

May 5, 2023
(Date)



SERVICE RECORD

NAME: DIOSDADO DUQUE TORRADO (If married woman also full maiden name)
(First Name) (Maiden Name) (Middle Name) (Surname)
BIRTH: NOVEMBER 13, 1961 ALCALA, CAGAYAN (Date herein should be checked from birth or baptismal certificate or other reliable documents)
(Date) (Place)

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

Inclusive Date		RECORD OF APPOINTMENT			OFFICE			SEPARATION		
		Position/Designation			Entity or Division	Branch	L/V Abs. w/o Pay	Date	Cause	
From	To	Position/Designation	Status	Salary Per Annum						
01/01/2023		RETIRED								
01/01/2022	12/31/2022	FORESTER II	PERM.	₱ 430,296.00	DENR	PENRO OCC. MINDORO	NONE	N/A	N/A	
09/04/2021	12/31/2021	FORESTER II	PERM.	₱ 412,032.00	DENR	PENRO OCC. MINDORO	NONE	N/A	N/A	
01/01/2021	09/03/2021	FORESTER II	PERM.	₱ 407,436.00	DENR	PENRO OCC. MINDORO	NONE	N/A	N/A	
01/01/2020	12/31/2020	FORESTER II	PERM.	₱ 389,172.00	DENR	REGION IVB MIMAROPA	NONE	N/A	N/A	
01/01/2019	12/31/2019	FORESTER II	PERM.	₱ 370,908.00	DENR	REGION IVB MIMAROPA	NONE	N/A	N/A	
09/04/2018	12/31/2018	FORESTER II	PERM.	₱ 352,308.00	DENR	REGION IVB MIMAROPA	NONE	N/A	N/A	
01/01/2018	09/03/2018	FORESTER II	PERM.	₱ 348,120.00	DENR	REGION IVB MIMAROPA	NONE	N/A	N/A	
01/01/2017	12/31/2017	FORESTER II	PERM.	₱ 330,780.00	DENR	CENRO SAN JOSE	NONE	N/A	N/A	
01/01/2016	12/31/2016	FORESTER II	PERM.	₱ 314,304.00	DENR	CENRO SAN JOSE	NONE	N/A	N/A	
09/04/2015	12/31/2015	FORESTER II	PERM.	₱ 298,644.00	DENR	CENRO SAN JOSE	NONE	N/A	N/A	
04/29/2014	09/03/2015	FORESTER I	PERM.	₱ 231,624.00	DENR	PENRO OCC. MINDORO	NONE	N/A	N/A	
06/01/2012	04/28/2014	FORESTER I	PERM.	₱ 229,332.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A	
06/01/2011	05/31/2012	FORESTER I	PERM.	₱ 213,180.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A	
04/29/2011	05/31/2011	FORESTER I	PERM.	₱ 197,028.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A	
06/24/2010	04/28/2011	FORESTER I	PERM.	₱ 193,884.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A	
07/01/2009	06/23/2010	FORESTER I	PERM.	₱ 177,300.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A	
07/01/2008	06/30/2009	FORESTER I	PERM.	₱ 160,704.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A	
04/29/2008	06/30/2008	FORESTER I	PERM.	₱ 146,100.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A	
07/01/2007	04/28/2008	FORESTER I	PERM.	₱ 142,536.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A	
04/29/2005	06/30/2007	FORESTER I	PERM.	₱ 129,576.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A	
04/29/2002	04/28/2005	FORESTER I	PERM.	₱ 126,420.00	DENR	CENRO MAMBURAO	NONE	N/A	N/A	
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Note:										
This is issued upon request of Mr./M TORRADO 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:

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

May 5, 2023
(Date)

APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT **PENRO Occidental Mindoro** 2. NAME (Last) **TORRADO** (First) **DIOSDAO** (Middle) **DUQUE**

3. DATE OF FILING **5/5/2023** 4. POSITION **FORESTER 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 - OPTIONAL

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

249.460 DAY / S

INCLUSIVE DATES

TO

6. D COMMUTATION

☐ Not Requested

☐ Requested

DIOSDAO DUQUE TORRADO

(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	67.460	182.000
Less this application		
Balance	67.460	182.000

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:

249.460 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

PENRO Occidental Mindoro

2. NAME

(Last)

TORRADO

(First)

DIOSDAO

(Middle)

DUQUE

3. DATE OF FILING

5/5/2023

4. POSITION

FORESTER 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 Immplementing E.O. No. 292)

☐ 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, S. 2005)

☐ Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292)

☐ Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, S. 2010)

☐ Special Emergency (Calamity) Leave (CSC MC no. 2, S. 2012, as amended)

☐ Adoption Leave (RA No. 8552)

☒ Others

TERMINAL LEAVE - OPTIONAL

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

249.460 DAY / S

INCLUSIVE DATES

TO

6. D COMMUTATION

☐ Not Requested

☐ Requested

DIOSDAO DUQUE TORRADO

(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	67.460	182.000
Less this application		
Balance	67.460	182.000

VON ERIKA S. CAUSAPIN

Administrative Officer IV / HRMO II

7. B RECOMMENDATION

☐ For Approval

☐ For diasapproval due to

DONNA MAYOR-GORDOVE, CESO IV

Assistant Regional Director for Management Service

7. C APPROVED FOR:

249.460 days with pay

days without pay

others (specify)

7. D DISAPPROVED DUE TO:

LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL				
			SPL/PL	OTHER S	EARNMENT	MONETIZATION	FL	VL	ABSENCE/UNDERTIME/TARDINESS			VALUE	BALANCE	ABSENCE/UNDERTIME W/O PAY	EARNMENT	ABSENCE/UNDERTIME W/ PAY		MONETIZATION	SL	BALANCE	ABSENCE/UNDERTIME W/O PAY
JANUARY 2003					1.250							0.000	11.250		1.250				11.250		22.500
FEBRUARY 2003					1.250							0.000	12.500		1.250				12.500		25.000
MARCH 2003					1.250							0.000	13.750		1.250				13.750		27.500
APRIL 2003					1.250							0.000	15.000		1.250				15.000		30.000
MAY 2003					1.250							0.000	16.250		1.250				16.250		32.500
JUNE 2003					1.250							0.000	17.500		1.250				17.500		35.000
JULY 2003					1.250							0.000	18.750		1.250				18.750		37.500
AUGUST 2003					1.250							0.000	20.000		1.250				20.000		40.000
SEPTEMBER 2003					1.250							0.000	21.250		1.250				21.250		42.500
OCTOBER 2003					1.250							0.000	22.500		1.250				22.500		45.000
NOVEMBER 2003					1.250							0.000	23.750		1.250				23.750		47.500
DECEMBER 2003	(5) FL-M				1.250		5					0.000	20.000		1.250				25.000		45.000
JANUARY 2004					1.250							0.000	21.250		1.250				26.250		47.500
FEBRUARY 2004					1.250							0.000	22.500		1.250				27.500		50.000
MARCH 2004					1.250							0.000	23.750		1.250				28.750		52.500
APRIL 2004					1.250							0.000	25.000		1.250				30.000		55.000
MAY 2004					1.250							0.000	26.250		1.250				31.250		57.500
JUNE 2004					1.250							0.000	27.500		1.250				32.500		60.000
JULY 2004					1.250							0.000	28.750		1.250				33.750		62.500
AUGUST 2004					1.250							0.000	30.000		1.250				35.000		65.000
SEPTEMBER 2004	(5) FL	FL(20-24)			1.250		5					0.000	26.250		1.250				36.250		62.500
OCTOBER 2004					1.250							0.000	27.500		1.250				37.500		65.000
NOVEMBER 2004					1.250							0.000	28.750		1.250				38.750		67.500
DECEMBER 2004					1.250							0.000	30.000		1.250				40.000		70.000
JANUARY 2005					1.250							0.000	31.250		1.250				41.250		72.500
FEBRUARY 2005					1.250							0.000	32.500		1.250				42.500		75.000
MARCH 2005					1.250							0.000	33.750		1.250				43.750		77.500
APRIL 2005					1.250							0.000	35.000		1.250				45.000		80.000
MAY 2005					1.250							0.000	36.250		1.250				46.250		82.500
JUNE 2005					1.250							0.000	37.500		1.250				47.500		85.000
JULY 2005					1.250							0.000	38.750		1.250				48.750		87.500
AUGUST 2005	(1) SPL	SPL(14)	1		1.250							0.000	40.000		1.250				50.000		90.000
SEPTEMBER 2005					1.250							0.000	41.250		1.250				51.250		92.500
OCTOBER 2005					1.250							0.000	42.500		1.250				52.500		95.000
NOVEMBER 2005					1.250							0.000	43.750		1.250				53.750		97.500
DECEMBER 2005	(5) FL-M				1.250		5					0.000	40.000		1.250				55.000		95.000
JANUARY 2006					1.250							0.000	41.250		1.250				56.250		97.500
FEBRUARY 2006					1.250							0.000	42.500		1.250				57.500		100.000
MARCH 2006					1.250							0.000	43.750		1.250				58.750		102.500
APRIL 2006					1.250							0.000	45.000		1.250				60.000		105.000
MAY 2006					1.250							0.000	46.250		1.250				61.250		107.500
JUNE 2006					1.250							0.000	47.500		1.250				62.500		110.000
JULY 2006					1.250							0.000	48.750		1.250				63.750		112.500
AUGUST 2006	(1) SPL	SPL(14)	1		1.250							0.000	50.000		1.250				65.000		115.000
SEPTEMBER 2006					1.250							0.000	51.250		1.250				66.250		117.500
OCTOBER 2006					1.250							0.000	52.500		1.250				67.500		120.000
NOVEMBER 2006					1.250							0.000	53.750		1.250				68.750		122.500
DECEMBER 2006	(5) FL-M				1.250		5					0.000	50.000		1.250				70.000		120.000

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL				
			SP/PL	OTHER S	EARNMENT	MONETIZATION	FL	VL	ABSENCE/UNDERTIME/TARDINESS			VALUE	BALANCE	ABSENCE/UNDERTIME W/O PAY	EARNMENT	ABSENCE/UNDERTIME W/PAY		MONETIZATION	SL	BALANCE	ABSENCE/UNDERTIME W/O PAY
JANUARY 2007					1.250							0.000	51.250		1.250				71.250		122.500
FEBRUARY 2007					1.250							0.000	52.500		1.250				72.500		125.000
MARCH 2007					1.250							0.000	53.750		1.250				73.750		127.500
APRIL 2007					1.250							0.000	55.000		1.250				75.000		130.000
MAY 2007					1.250							0.000	56.250		1.250				76.250		132.500
JUNE 2007					1.250							0.000	57.500		1.250				77.500		135.000
JULY 2007					1.250							0.000	58.750		1.250				78.750		137.500
AUGUST 2007					1.250							0.000	60.000		1.250				80.000		140.000
SEPTEMBER 2007					1.250							0.000	61.250		1.250				81.250		142.500
OCTOBER 2007					1.250							0.000	62.500		1.250				82.500		145.000
NOVEMBER 2007	(2) FL	FL(19,20)			1.250	2						0.000	61.750		1.250				83.750		145.500
DECEMBER 2007	(3) FL-M				1.250	3						0.000	60.000		1.250				85.000		145.000
JANUARY 2008					1.250							0.000	61.250		1.250				86.250		147.500
FEBRUARY 2008					1.250							0.000	62.500		1.250				87.500		150.000
MARCH 2008					1.250							0.000	63.750		1.250				88.750		152.500
APRIL 2008					1.250							0.000	65.000		1.250				90.000		155.000
MAY 2008					1.250							0.000	66.250		1.250				91.250		157.500
JUNE 2008	(2) FL	FL(23-24)			1.250	2						0.000	65.500		1.250				92.500		158.000
JULY 2008					1.250							0.000	66.750		1.250				93.750		160.500
AUGUST 2008					1.250							0.000	68.000		1.250				95.000		163.000
SEPTEMBER 2008					1.250							0.000	69.250		1.250				96.250		165.500
OCTOBER 2008					1.250							0.000	70.500		1.250				97.500		168.000
NOVEMBER 2008					1.250							0.000	71.750		1.250				98.750		170.500
DECEMBER 2008	(3) FL-M				1.250	3						0.000	70.000		1.250				100.000		170.000
JANUARY 2009					1.250							0.000	71.250		1.250				101.250		172.500
FEBRUARY 2009					1.250							0.000	72.500		1.250				102.500		175.000
MARCH 2009					1.250							0.000	73.750		1.250				103.750		177.500
APRIL 2009					1.250							0.000	75.000		1.250				105.000		180.000
MAY 2009					1.250							0.000	76.250		1.250				106.250		182.500
JUNE 2009					1.250							0.000	77.500		1.250				107.500		185.000
JULY 2009					1.250							0.000	78.750		1.250				108.750		187.500
AUGUST 2009					1.250							0.000	80.000		1.250				110.000		190.000
SEPTEMBER 2009					1.250							0.000	81.250		1.250				111.250		192.500
OCTOBER 2009					1.250							0.000	82.500		1.250				112.500		195.000
NOVEMBER 2009					1.250							0.000	83.750		1.250				113.750		197.500
DECEMBER 2009	(5) FL-M				1.250	5						0.000	80.000		1.250				115.000		195.000
JANUARY 2010					1.250							0.000	81.250		1.250				116.250		197.500
FEBRUARY 2010					1.250							0.000	82.500		1.250				117.500		200.000
MARCH 2010					1.250							0.000	83.750		1.250				118.750		202.500
APRIL 2010	(4) FL	FL(20-23)			1.250	4						0.000	81.000		1.250				120.000		201.000
MAY 2010					1.250							0.000	82.250		1.250				121.250		203.500
JUNE 2010					1.250							0.000	83.500		1.250				122.500		206.000
JULY 2010					1.250							0.000	84.750		1.250				123.750		208.500
AUGUST 2010					1.250							0.000	86.000		1.250				125.000		211.000
SEPTEMBER 2010					1.250							0.000	87.250		1.250				126.250		213.500
OCTOBER 2010					1.250							0.000	88.500		1.250				127.500		216.000
NOVEMBER 2010					1.250							0.000	89.750		1.250				128.750		218.500
DECEMBER 2010	(1) FL(3) SP(1) SL	FL(21) SP(22-24) SL(25)	3		1.250	1						0.000	90.000		1.250			1	129.000		219.000

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL				
			SPL/PL	OTHER S	EARNE	MONET IZATIO N	FL	VL	ABSENCE/ UNDERTIME/ TARDINESS			VALUE	BALANC E	10,000	ABSENCE/ UNDERTIME W/O PAY	ABSENCE/ UNDERTIME W/O PAY					
JANUARY 2011	.				1,250							0.000	91,250			1,250			130,250		221,500
FEBRUARY 2011	(30) MONE				1,250	18						0.000	74,500			1,250		12	119,500		194,000
MARCH 2011	(00.00.05)T (2) SPL (5) FL	UT(28) SPL(7,11) FL(14-18)	2		1,250		5				5	0.010	70,740			1,250			120,750		191,490
APRIL 2011	(1) SPL	SPL(1)	1		1,250							0.000	71,990			1,250			122,000		193,990
MAY 2011					1,250							0.000	73,240			1,250			123,250		196,490
JUNE 2011					1,250							0.000	74,490			1,250			124,500		198,990
JULY 2011					1,250							0.000	75,740			1,250			125,750		201,490
AUGUST 2011	(1) VL	VL(7)			1,250			1				0.000	75,990			1,250			127,000		202,990
SEPTEMBER 2011	(1) SL	SL(23)			1,250							0.000	77,240			1,250		1	127,250		204,490
OCTOBER 2011	(1) VL	VL(7)			1,250			1				0.000	77,490			1,250			128,500		205,990
NOVEMBER 2011					1,250							0.000	78,740			1,250			129,750		208,490
DECEMBER 2011	(30) MONE				1,250	18						0.000	61,990			1,250		12	119,000		180,990
JANUARY 2012					1,250							0.000	63,240			1,250			120,250		183,490
FEBRUARY 2012	(30) MONE				1,250							0.000	46,490			1,250		12	109,500		155,990
MARCH 2012	(1) SPL	SPL(12)	1		1,250							0.000	47,740			1,250			110,750		158,490
APRIL 2012	(1) SPL	SPL(10)	1		1,250							0.000	48,990			1,250			112,000		160,990
MAY 2012					1,250							0.000	50,240			1,250			113,250		163,490
JUNE 2012					1,250							0.000	51,490			1,250			114,500		165,990
JULY 2012					1,250							0.000	52,740			1,250			115,750		168,490
AUGUST 2012					1,250							0.000	53,990			1,250			117,000		170,990
SEPTEMBER 2012					1,250							0.000	55,240			1,250			118,250		173,490
OCTOBER 2012					1,250							0.000	56,490			1,250			119,500		175,990
NOVEMBER 2012					1,250							0.000	57,740			1,250			120,750		178,490
DECEMBER 2012	(30) MONE; (5) FL				1,250	18	5					0.000	35,990			1,250		12	110,000		145,990
JANUARY 2013					1,250							0.000	37,240			1,250			111,250		148,490
FEBRUARY 2013					1,250							0.000	38,490			1,250			112,500		150,990
MARCH 2013					1,250							0.000	39,740			1,250			113,750		153,490
APRIL 2013					1,250							0.000	40,990			1,250			115,000		155,990
MAY 2013					1,250							0.000	42,240			1,250			116,250		158,490
JUNE 2013					1,250							0.000	43,490			1,250			117,500		160,990
JULY 2013					1,250							0.000	44,740			1,250			118,750		163,490
AUGUST 2013					1,250							0.000	45,990			1,250			120,000		165,990
SEPTEMBER 2013					1,250							0.000	47,240			1,250			121,250		168,490
OCTOBER 2013					1,250							0.000	48,490			1,250			122,500		170,990
NOVEMBER 2013					1,250							0.000	49,740			1,250			123,750		173,490
DECEMBER 2013	(5) FL (29) MONE	FL(23,26,27)			1,250	15	5					0.000	30,990			1,250		14	111,000		141,990
JANUARY 2014	(2) SPL	SPL(2,3)	2		1,250							0.000	32,240			1,250			112,250		144,490
FEBRUARY 2014	NONE				1,250							0.000	33,490			1,250			113,500		146,990
MARCH 2014	NONE				1,250							0.000	34,740			1,250			114,750		149,490
APRIL 2014	NONE				1,250							0.000	35,990			1,250			116,000		151,990
MAY 2014	NONE				1,250							0.000	37,240			1,250			117,250		154,490
JUNE 2014	NONE				1,250							0.000	38,490			1,250			118,500		156,990
JULY 2014	NONE				1,250							0.000	39,740			1,250			119,750		159,490
AUGUST 2014	NONE				1,250							0.000	40,990			1,250			121,000		161,990
SEPTEMBER 2014	NONE				1,250							0.000	42,240			1,250			122,250		164,490
OCTOBER 2014	NONE				1,250							0.000	43,490			1,250			123,500		166,990
NOVEMBER 2014	NONE				1,250							0.000	44,740			1,250			124,750		169,490
DECEMBER 2014	(1)SL(5)FL(1)SPL(29)mone	SL(9)FL(15-19)SPL(22)	1		1,250	15	5					0.000	25,990			1,250		14	111,000		136,990

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE										SICK LEAVE				COMBINED TOTAL							
			SP/L/PL	OTHER S	EARNE	MONET IZATIO N	FL	VL	ABSENCE/ UNDERTIME/ TARDINESS			BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARNE	ABSENCE/ UNDERTIME W/ PAY	MONET IZATIO N		SL	BALANC E	ABSENCE/ UNDERTIME W/O PAY				
JANUARY 2015	NONE				1,250									0.000	27,240			1,250			112,250			139,490
FEBRUARY 2015	NONE				1,250									0.000	28,490			1,250			113,500			141,990
MARCH 2015	(1)SP/L	SP/L(24)	1		1,250									0.000	29,740			1,250			114,750			144,490
APRIL 2015	NONE				1,250									0.000	30,990			1,250			116,000			146,990
MAY 2015	(1) SPL	SP/L(15)	1		1,250									0.000	32,240			1,250			117,250			149,490
JUNE 2015	(00.01.16) T	T(8)			1,250						1	16		0.158	33,331			1,250			118,500			151,831
JULY 2015	NONE				1,250									0.000	34,581			1,250			119,750			154,331
AUGUST 2015	NONE				1,250									0.000	35,831			1,250			121,000			156,831
SEPTEMBER 2015	NONE				1,250									0.000	37,081			1,250			122,250			159,331
OCTOBER 2015	(4)FL	FL(12,5-6)			1,250		4							0.000	34,331			1,250			123,500			157,831
NOVEMBER 2015	(00.01.03)T	T(17,23)			1,250						1	3		0.131	35,450			1,250			124,750			160,200
DECEMBER 2015	(43)MONE, (1) FL-M				1,250	22	1							0.000	13,700			1,250		21	105,000			118,700
JANUARY 2016	NONE				1,250									0.000	14,950			1,250			106,250			121,200
FEBRUARY 2016	NONE				1,250									0.000	16,200			1,250			107,500			123,700
MARCH 2016	NONE				1,250									0.000	17,450			1,250			108,750			126,200
APRIL 2016	NONE				1,250									0.000	18,700			1,250			110,000			128,700
MAY 2016	NONE				1,250									0.000	19,950			1,250			111,250			131,200
JUNE 2016	(00.00.15)T	T(20)			1,250							15		0.031	21,169			1,250			112,500			133,669
JULY 2016	(00.00.02)T	T(18)			1,250							2		0.004	22,415			1,250			113,750			136,165
AUGUST 2016	(00.00.08)T	T(8,22)			1,250							8		0.017	23,648			1,250			115,000			138,648
SEPTEMBER 2016	(00.00.38)T	T(5,26)			1,250							38		0.079	24,819			1,250			116,250			141,069
OCTOBER 2016	(00.00.19)T	T(17)			1,250							19		0.040	26,029			1,250			117,500			143,529
NOVEMBER 2016	NONE				1,250									0.000	27,279			1,250			118,750			146,029
DECEMBER 2016	(5) FL-M (00.00.11)T	T(19)			1,250		5					11		0.023	23,506			1,250			120,000			143,506
JANUARY 2017	(5)SL	SL(3-6)			1,250									0.000	24,756			1,250		5	116,250			141,006
FEBRUARY 2017	NONE				1,250									0.000	26,006			1,250			117,500			143,506
MARCH 2017	(00.00.01)T	T(1)			1,250							1		0.002	27,254			1,250			118,750			146,004
APRIL 2017	(00.00.02)T	T(3,10)			1,250							2		0.004	28,500			1,250			120,000			148,500
MAY 2017	NONE				1,250									0.000	29,750			1,250			121,250			151,000
JUNE 2017	NONE				1,250									0.000	31,000			1,250			122,500			153,500
JULY 2017	NONE				1,250									0.000	32,250			1,250			123,750			156,000
AUGUST 2017	NONE				1,250									0.000	33,500			1,250			125,000			158,500
SEPTEMBER 2017	(5)VL (00.00.01)T	VL(25-29) T(4)			1,250				5			1		0.002	29,748			1,250			126,250			155,998
OCTOBER 2017	(2)SL	SL(27,30)			1,250									0.000	30,998			1,250		2	125,500			156,498
NOVEMBER 2017	NONE				1,250									0.000	32,248			1,250			126,750			158,998
DECEMBER 2017	(5)FL(3)SPL(1)SL	FL(18-22) SPL(27-29) SL(8)	1		1,250		5							0.000	28,498			1,250		1	127,000			155,498
JANUARY 2018	(1)SL	SL(19)			1,250									0.000	29,748			1,250		1	127,250			156,998
FEBRUARY 2018	(2)SL	SL(14-15)			1,250									0.000	30,998			1,250		2	126,500			157,498
MARCH 2018	NONE				1,250									0.000	32,248			1,250			127,750			159,998
APRIL 2018	(1)SL	SL(20)			1,250									0.000	33,498			1,250		1	128,000			161,498
MAY 2018	(5)VL (2)SL (00.00.03)UT	VL(7-11) SL(28-29) UT(3)			1,250				5			3		0.006	29,742			1,250		2	127,250			156,992
JUNE 2018	(1)SL (00.00.10)T/UT	SL(14) T/UT(5,22,25)			1,250							10		0.021	30,971			1,250		1	127,500			158,471
JULY 2018	NONE				1,250									0.000	32,221			1,250			128,750			160,971
AUGUST 2018	NONE				1,250									0.000	33,471			1,250			130,000			163,471
SEPTEMBER 2018	NONE				1,250									0.000	34,721			1,250			131,250			165,971
OCTOBER 2018	NONE				1,250									0.000	35,971			1,250			132,500			168,471
NOVEMBER 2018	NONE				1,250									0.000	37,221			1,250			133,750			170,971
DECEMBER 2018	NONE				1,250									0.000	38,471			1,250			135,000			173,471

PERIOD		PARTICULARS	PERIOD	VACATION LEAVE													SICK LEAVE				COMBINED TOTAL		
				SPL/PL	OTHER S	EARNMENT	MONETIZATION	FL	VL	ABSENCE/UNDERTIME/TARDINESS			VALUE	BALANCE	ABSENCE/UNDERTIME W/O PAY	EARNMENT	ABSENCE/UNDERTIME W/PAY	MONETIZATION	SL	BALANCE	ABSENCE/UNDERTIME W/O PAY		
JANUARY 2019		NONE				1,250								0.000	39,721		1,250				136,250		175,971
FEBRUARY 2019		NONE				1,250								0.000	40,971		1,250				137,500		178,471
MARCH 2019		NONE				1,250								0.000	42,221		1,250				138,750		180,971
APRIL 2019		NONE				1,250								0.000	43,471		1,250				140,000		183,471
MAY 2019		NONE				1,250								0.000	44,721		1,250				141,250		185,971
JUNE 2019		NONE				1,250								0.000	45,971		1,250				142,500		188,471
JULY 2019		NONE	SL(4-5)			1,250								0.000	47,221		1,250		2		141,750		188,971
AUGUST 2019	(4)SL	SL(5,12,22-23)				1,250								0.000	48,471		1,250		4		139,000		187,471
SEPTEMBER 2019		NONE				1,250								0.000	49,721		1,250				140,250		189,971
OCTOBER 2019		NONE				1,250								0.000	50,971		1,250				141,500		192,471
NOVEMBER 2019		NONE				1,250								0.000	52,221		1,250				142,750		194,971
DECEMBER 2019	(2)FL(3)FL-M	FL(26-27)				1,250	5							0.000	48,471		1,250				144,000		192,471
JANUARY 2020		NONE				1,250								0.000	49,721		1,250				145,250		194,971
FEBRUARY 2020		NONE				1,250								0.000	50,971		1,250				146,500		197,471
MARCH 2020		NONE				1,250								0.000	52,221		1,250				147,750		199,971
APRIL 2020		NONE				1,250								0.000	53,471		1,250				149,000		202,471
MAY 2020		NONE				1,250								0.000	54,721		1,250				150,250		204,971
JUNE 2020		NONE				1,250								0.000	55,971		1,250				151,500		207,471
JULY 2020		NONE				1,250								0.000	57,221		1,250				152,750		209,971
AUGUST 2020		NONE				1,250								0.000	58,471		1,250				154,000		212,471
SEPTEMBER 2020		NONE				1,250								0.000	59,721		1,250				155,250		214,971
OCTOBER 2020		NONE				1,250								0.000	60,971		1,250				156,500		217,471
NOVEMBER 2020		NONE				1,250								0.000	62,221		1,250				157,750		219,971
DECEMBER 2020	(5)FL-M(5)MONE					1,250	5	5						0.000	53,471		1,250				159,000		212,471
JANUARY 2021		NONE				1,250								0.000	54,721		1,250				160,250		214,971
FEBRUARY 2021		NONE				1,250								0.000	55,971		1,250				161,500		217,471
MARCH 2021		NONE				1,250								0.000	57,221		1,250				162,750		219,971
APRIL 2021		NONE				1,250								0.000	58,471		1,250				164,000		222,471
MAY 2021		NONE				1,250								0.000	59,721		1,250				165,250		224,971
JUNE 2021		NONE				1,250								0.000	60,971		1,250				166,500		227,471
JULY 2021		NONE				1,250								0.000	62,221		1,250				167,750		229,971
AUGUST 2021		NONE				1,250								0.000	63,471		1,250				169,000		232,471
SEPTEMBER 2021		NONE				1,250								0.000	64,721		1,250				170,250		234,971
OCTOBER 2021		NONE				1,250								0.000	65,971		1,250				171,500		237,471
NOVEMBER 2021		NONE				1,250								0.000	67,221		1,250				172,750		239,971
DECEMBER 2021	(5)FL-M					1,250		5						0.000	63,471		1,250				174,000		237,471
JANUARY 2022		NONE				1,250								0.000	64,721		1,250				175,250		239,971
FEBRUARY 2022		NONE				1,250								0.000	65,971		1,250				176,500		242,471
MARCH 2022		NONE				1,250								0.000	67,221		1,250				177,750		244,971
APRIL 2022	(3)FL	FL(11,12,13)				1,250		3						0.000	65,471		1,250				179,000		244,471
MAY 2022		NONE				1,250								0.000	66,721		1,250				180,250		246,971
JUNE 2022		NONE				1,250								0.000	67,971		1,250				181,500		249,471
JULY 2022		NONE				1,250								0.000	69,221		1,250				182,750		251,971
AUGUST 2022		NONE				1,250								0.000	70,471		1,250				184,000		254,471
SEPTEMBER 2022	(00.00.05)T	T(27)				1,250							5	0.010	71,710		1,250				185,250		256,960
OCTOBER 2022	(2)FL	FL(13-14)				1,250		2						0.000	70,960		1,250				186,500		257,460
NOVEMBER 2022	(3)VL(2)SPL	VL(2-4)SPL(28-29)		2		1,250			3					0.000	69,210		1,250				187,750		256,960
DECEMBER 2022	(7)SL(3)VL	SL(2-3,19-23)VL(27-29)				1,250			3					0.000	67,460		1,250			7	182,000		249,460

Name : TORRADO, DIOSDADO D.
Position : FORESTER II

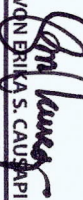
First Day of Government Service : APRIL 29, 2002
Date of Promotional Appointment :

PERIOD	PARTICULARS	PERIOD	VACATION LEAVE												SICK LEAVE				COMBINED TOTAL					
			SPL/PL	OTHER S	EARN E	MONET IZATIO N	FL	VL	ABSENCE/ UNDERTIME/ TARDINESS				BALANC E	ABSENCE/ UNDERTIME W/O PAY	EARN E	ABSENCE/ UNDERTIME W/ PAY	MONET IZATIO N	SL		BALANC E	ABSENCE/ UNDERTIME W/O PAY			
								DAYS	HOURS	MIN S	VALUE		10.000											20.000

CERTIFICATION
as of DECEMBER 31 , 2022

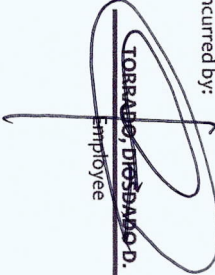
This is to certify to the correctness of the leave credits of the herein employee and serve as a permanent record.

Checked/Verified/Attested by:


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


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

Affirmed/Concurred by:


TORRADO, DIOSDADO 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

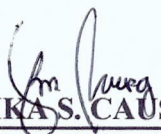
To Whom It May Concern:

This is to certify that based on record of this Office, **FORESTER II**
DIOSDADO D. TORRADO has the following accumulated leave credits
as of **December 31, 2022** computed as follows:

Vacation Leave	67.460 days
Sick Leave	182.000 days
Total	249.460 days

Issued this **Friday, May 05, 2023** upon the request of the above personnel
for 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.*



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

CERTIFICATION OF LEAVE CREDITS

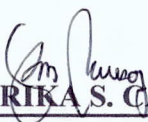
To Whom It May Concern:

This is to certify that based on record of this Office, **FORESTER II**
DIOSDADO D. TORRADO has the following accumulated leave credits
as of **December 31, 2022** computed as follows:

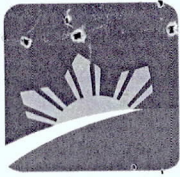
Vacation Leave	67.460 days
Sick Leave	182.000 days
Total	249.460 days

Issued this **Friday, May 05, 2023** upon the request of the above personnel
for 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.*



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

Dear Mr. Diosdado D. Torrado,

We would like to thank you for serving our government and wish you the best in your future endeavors.

As a member of the GSIS, you are entitled to the various benefits and privileges from your pension fund.

Depending on your qualifications, you may apply for the following:

1. **Cash Surrender Value.** This is the amount of money that you, as a policy holder, will receive for the termination of your GSIS life insurance policy before its maturity. You are qualified to receive this benefit if you have paid your monthly contributions as a member for at least one year.
2. **Separation Benefit.**
 - 2.1 If you are below 60 years old but have rendered at least 15 years of service, this benefit is payable upon your separation from the service. The amount is equivalent to 18 months of your computed basic monthly pension (BMP). You will also start receiving your BMP at age 60. One month before you turn 60, you should apply for resumption of pension and enroll for pensioner's eCard at any GSIS branch office.

In case of your demise, your surviving legal spouse may file for **funeral benefit** and **survivorship pension** (50% of monthly pension), and **dependent's pension** (10% of monthly pension) for your minor/incapacitated children.

- 2.2 If you are below 60 years old and have rendered at least three but less than 15 years of service, separation benefit is payable at age 60. The amount is equivalent to 100% of your average monthly compensation (AMC) multiplied by your periods with paid premiums (PPP).
 - 2.3 If you are 60 years old and above and have rendered at least three but less than 15 years of service, separation benefit is payable immediately. The amount is equivalent to 100% of your AMC multiplied by your PPP.

Please keep in mind that because separation benefit has a prescriptive period, you should apply for it within four (4) years from the date of separation from government service. Funeral and Survivorship benefits also have a four-year prescriptive period. Note however, that members with less than 15 years of service are ineligible for survivorship and funeral benefits.

For your queries and other concerns, please feel free to write us, email us at gsiscares@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

1-800-8-847-4747

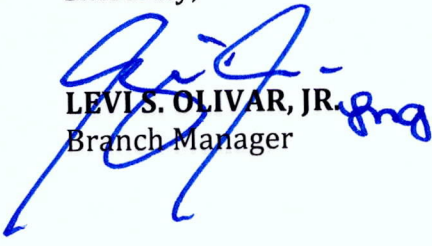
(free for both Globe landline and mobile phone as long as with P8.00 load)

- For Smart, Sun, or Talk 'N text users

(flat rate of P8.00 per call from mobile phone) 1-800-10-847-4747

We hope to be of service to you in the future.

Sincerely,


LEVIS S. OLIVAR, JR.

Branch Manager

REPUBLIC OF THE PHILIPPINES
GOVERNMENT SERVICE INSURANCE SYSTEM
MAMBURAO SATELLITE OFFICE

RIZAL ST., BRGY 1, MAMBURAO, OCC MINDORO 5106

02/13/2023

MR./MS. DIOSDADO D. TORRADO
POBLACION ABRA DE ILOG MINDORO OCCIDENTAL
510804B PH

RETIREMENT NO.: RA 8291R0207999009
REF CLAIM NO. : RA 8291R0207999009372100230213
BP NUMBER : 2000899227

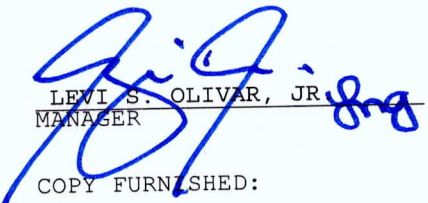
SIR/MADAM:

PLEASE BE INFORMED THAT YOUR APPLICATION FOR RETIREMENT UNDER RA 8291, EFFECTIVE 01/01/2023 AT AGE 61.00 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,


LEVI S. OLIVAR, JR.
MANAGER

COPY FURNISHED:

THE ADMINISTRATIVE OFFICER
DENR, PENRO MAMBURAO

THE REGIONAL DIRECTOR
CIVIL SERVICE COMMISSION
QUEZON CITY

02/20/2023

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

BP NUMBER : 2000899227	RET NO. : RA 8291R0207999009
DIOSDADO D. TORRADO	REF CLAIM ID : RA 8291R0207999009372100230213
POBLACION ABRA DE ILOG MINDORO	DATE OF RETIREMENT : 01/01/2023
OCCIDENTAL 5108	POLICY NO. : CM00000661901
LAST EMPLOYER: DENR, PENRO MAMBURAO	PERIODS W/ PAID PREMIUMS : 20.30724026
MAMBURAO OCCIDENTAL MINDORO 5106 04B PH	

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

AGE : 61.00

5YR LUMP SUM FROM	01/01/2023 TO 12/31/2027 AT 17,678.55	1,060,713.00
-------------------	---------------------------------------	--------------

ADD:

LESS:

CNL	233,815.99
-----	------------

TOTAL DEDUCTION	233,815.99
NET PROCEEDS	826,897.01

NOTE: MONTHLY PENSION IN THE AMT OF P 17,678.55 TO RESUME ON 01/01/2028 IF LIVING.

PROCEEDS CREDITED TO:

NAME: DIOSDADO D TORRADO	PRN: 230001181483	826,897.01
--------------------------	-------------------	------------

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 826,897.01
PRN: 230001181483 DATE: 02/15/2023

AUDITOR'S REPRESENTATIVE

AUDITOR

GOVERNMENT SERVICE INSURANCE SYSTEM

MAMBURAO

RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS & DEDUCTIONS

NAME :	DIOSDADO D. TORRADO	BP NO. :	2000899227
ADDRESS :	POBLACION ABRA DE ILOG MINDORO OCCIDENTAL	ID NO. :	61111302137
510804B PH		RET DATE :	01/01/2023
		RET NO. :	RA 8291R0207999009

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	231,600.31
		INTEREST	2,215.68	233,815.99-
		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 : DIOSDADO D. TORRADO **BP NO.** : 2000899227
ADDRESS : POBLACION ABRA DE ILOG MINDORO OCCIDENTAL **ID NO.** : 61111302137
510804B PH **RET DATE** : 01/01/2023
RET NO. : RA 8291R0207999009

DESCRIPTION		CREDIT	DEDUCTION	BALANCE
	SURCHARGE		0.00	
	RI BENEFIT			
	RI PREMIUM REFUND	0.00		
	RI BALANCE	0.00		
PRD	:	0.00	0.00	0.00
	EXCESS PYMT/BALANCE		0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
MPL	:	0.00	0.00	0.00
	EXCESS PYMT/BALANCE		0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
CPL	:	0.00	0.00	0.00
	EXCESS PYMT/BALANCE		0.00	
	INTEREST		0.00	
	SURCHARGE		0.00	
	RI BENEFIT	0.00		
	RI PREMIUM REFUND	0.00		
	RI BALANCE		0.00	
GEL	:	0.00	0.00	0.00
	EXCESS PYMT/BALANCE		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	233,815.99	233,815.99

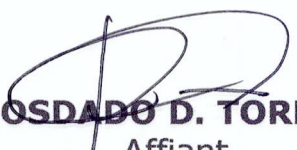
Republic of the Philippines)
City/Mun. of _____) S.S.
X-----X

AFFIDAVIT

I, DIOSDAO D. TORRADO, of legal age, married, Filipino citizen, and presently residing at Poblacion, Abra de Ilog, Occidental Mindoro, after having been duly sworn to in accordance with law, do hereby depose and say:

1. That I was formerly employed as Forester II in the DENR CENRO Sablayan, Occidental Mindoro with office located at Brgy. Sablayan, Occidental Mindoro;
2. That I already availed my optional retirement last December 31, 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 _____ day of _____, _____ at _____, _____.


DIOSDAO D. TORRADO
Affiant
(OSCA ID - 2022-0062)
Date issued on March 28, 2022

SUBSCRIBED AND SWORN to before me this 25 MAY 2023 day of MAY, 2023 in _____, Philippines, affiant exhibiting to me his/her competent evidence of identity by way of _____ issued at _____ on 25 MAY 2023.

Doc No. : 374
Page No.: 68
Book No.: 77
Series of 2023


ATTY. CIRILO Q. TEJOSO, JR.
NOTARY PUBLIC
Rizal St. Brgy. 9 Mamburao, Occ. Mindoro
My Commission Expires 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. 3524596/01-03-2023/Occ. Mindoro
Email Address: juntejoso@yahoo.com.ph

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

NOTICE OF SALARY ADJUSTMENT

Date: February 10, 2022

Mr. TORRADO, DIOSDADO D.
CENRO Sablayan
Sablayan, Occidental Mindoro

Sir:

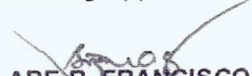
Pursuant to National Budget Circular (NBC) No. 588 dated January 03, 2022, implementing Executive Order No. 201, Series of 2016, your salary is hereby adjusted as follows:

- Adjusted monthly basic salary under 2022 Salary Schedule
SG 15, Step 3 P 35,858.00
- Actual monthly basic salary as of December 31, 2021 ;
SG 15, Step 3 P 34,336.00
- Monthly salary adjustment effective January 01, 2022 (1 - 2) P 1,522.00

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

Recommending Approval:

Very truly yours,


ABE R. FRANCISCO

Chief Administrative Officer /
Chief, Management Services Division

DONNA MAYOR-GORDOVE, CESO IV

Assistant Regional Director for
Management Service

Position Title: FORESTER II
Salary Grade: 15
Item No. FY Personnel Services Itemization
and/or Plantilla of Personnel: OSEC - DENRB - FORST2 - 265 - 1998

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

NOTICE OF SALARY ADJUSTMENT

Date: February 10, 2022

Mr. TORRADO, DIOSDADO D.
CENRO Sablayan
Sablayan, Occidental Mindoro

Sir:

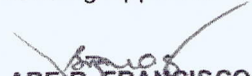
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Very truly yours,


ABE R. FRANCISCO

Chief Administrative Officer /
Chief, Management Services Division

DONNA MAYOR-GORDOVE, CESO IV

Assistant Regional Director for
Management Service

Position Title: FORESTER II
Salary Grade: 15
Item No.: FY Personnel Services Itemization
and/or Plantilla of Personnel: OSEC - DENRB - FORST2 - 265 - 1998

SWORN STATEMENT OF ASSETS, LIABILITIES AND NET WORTH

As of December 31, 2022
(Required by R.A. 6713)

Note: Husband and wife who are both public officials and employees may file the required statements jointly or separately.
☐ Joint Filing ☐ Separate Filing ☐ Not Applicable

DECLARANT:	Torrado	Diosdado	D.	POSITION:	Forester II
	(Family Name)	(First Name)	(M.I.)	AGENCY/OFFICE:	DENR-CENRO Sablayan
ADDRESS:	Barangay Poblacion Abra De Ilog, Occidental Mindoro			OFFICE ADDRESS:	Sablayan, Occidental Mindoro
SPOUSE:	Torrado	Preciosa	Z.	POSITION:	Housewife
	(Family Name)	(First Name)	(M.I.)	AGENCY/OFFICE:	N/A
				OFFICE ADDRESS:	N/A

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

NAME	DATE OF BIRTH	AGE
Diosdado M. Torrado Jr.	August 5, 2014	8
Diocel A. Torrado	January 4, 2019	3

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 (c.g. lot, house and lot, condominium and improvements)	KIND (c.g. residential, commercial, industrial, agricultural and mixed use)	EXACT LOCATION	ASSESSED VALUE	CURRENT FAIR MARKET VALUE	ACQUISITION		ACQUISITION COST
			(As found in the Tax Declaration of Real Property)		YEAR	MODE	
House and Lot	Residential	Brgy. Poblacion Abra de Ilog	350,000.00	500,000.00	1992	Purchased	350,000.00

Subtotal: 350,000.00

b. Personal Properties*

DESCRIPTION	YEAR ACQUIRED	ACQUISITION COST/AMOUNT
Motorcsuzuki Smash DS29041	2016	54,000.00
Jewelries	1990-20250	100,000.00
Appliances	1990-2020	60,000.00
Furniture	1990-2020	60,000.00
Capital Build Up CENRO Mamburao Multi-purpose Cooperative	As of Dec 31, 2022	166,053.00

Subtotal : P 440,053.03

TOTAL ASSETS (a+b): P 790,053.03

* Additional sheet/s may be used, if necessary.

B. Lemack

SWORN STATEMENT OF ASSETS, LIABILITIES AND NET WORTH

As of December 31, 2022
(Required by R.A. 6713)

Note: Husband and wife who are both public officials and employees may file the required statements jointly or separately.
☐ Joint Filing ☐ Separate Filing ☐ Not Applicable

DECLARANT:	Torrado	Diosdado	D.	POSITION:	Forester II
	(Family Name)	(First Name)	(M.I.)	AGENCY/OFFICE:	DENR-CENRO Sablayan
ADDRESS:	Barangay Poblacion Abra De Ilog, Occidental Mindoro			OFFICE ADDRESS:	Sablayan, Occidental Mindoro
SPOUSE:	Torrado	Preciosa	Z.	POSITION:	Housewife
	(Family Name)	(First Name)	(M.I.)	AGENCY/OFFICE:	N/A
				OFFICE ADDRESS:	N/A

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

NAME	DATE OF BIRTH	AGE
Diosdado M. Torrado Jr.	August 5, 2014	8
Diocel A. Torrado	January 4, 2019	3

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 (c.g. lot, house and lot, condominium and improvements)	KIND (c.g. residential, commercial, industrial, agricultural and mixed use)	EXACT LOCATION	ASSESSED VALUE	CURRENT FAIR MARKET VALUE	ACQUISITION		ACQUISITION COST
			(As found in the Tax Declaration of Real Property)		YEAR	MODE	
House and Lot	Residential	Brgy. Poblacion Abra de Ilog	350,000.00	500,000.00	1992	Purchased	350,000.00

Subtotal: 350,000.00

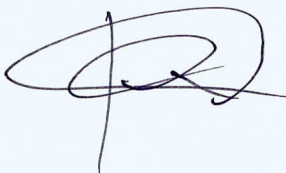
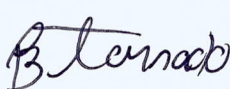
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Jewelries	1990-20250	100,000.00
Appliances	1990-2020	60,000.00
Furniture	1990-2020	60,000.00
Capital Build Up CENRO Mamburao Multi-purpose Cooperative	As of Dec 31, 2022	166,053.00

Subtotal : P 440,053.03

TOTAL ASSETS (a+b): P 790,053.03

* Additional sheet/s may be used, if necessary.



CERTIFICATION

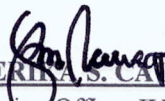
To whom it may concern:

This is to certify that the last salary received by **FORESTER II DIOSDADO D. TORRADO** from this office are the following:

DECEMBER 1-31, 2022

Actual Salary.....	P	35,858.00
PERA.....		2,000.00
Gross Salary.....	P	<u>37,858.00</u>
LESS : DEDUCTIONS:		
Life and Retirement.....	P	3,227.22
GSIS Conso Loan.....	P	5,031.98
BIR/Tax.....		2,441.95
Bureau of Forestry Savings and Loan Contri.		330.00
FRAWA /Relief.....		100.00
PAG-IBIG Cont.....		100.00
PhilHealth.....		717.16
MOWEL Foundation.....		75.00
CMMPC Contribution.....		500.00
CMMPC Loan.....		5,561.11
Total Deductions.....	P	<u>18,084.42</u>
Net Salary.....	P	<u><u>19,773.58</u></u>

Issued this 3rd day of May 2023, upon the request of Mr. Torrado for whatever legal purpose it may serve.


VON ERIKA S. CAUSAPIN
Administrative Officer IV / HRMO II



CERTIFICATION

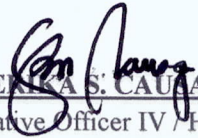
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This is to certify that the last salary received by **FORESTER II DIOSDADO D. TORRADO** from this office are the following:

DECEMBER 1-31, 2022

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PERA.....		2,000.00
Gross Salary.....	P	<u>37,858.00</u>
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BIR/Tax.....		2,441.95
Bureau of Forestry Savings and Loan Contri.		330.00
FRAWA /Relief.....		100.00
PAG-IBIG Cont.....		100.00
PhilHealth.....		717.16
MOWEL Foundation.....		75.00
CMMPC Contribution.....		500.00
CMMPC Loan.....		5,561.11
Total Deductions.....	P	<u>18,084.42</u>
Net Salary.....	P	<u><u>19,773.58</u></u>

Issued this 3rd day of May 2023, upon the request of Mr. Torrado for whatever legal purpose it may serve.


VON ENKA S. CAUAPIN
Administrative Officer IV / HRMO II



Official Receipt
Republic of the Philippines
Office of the Ombudsman



Nº 0009436

0009436

Date: September 14, 2022

Payor: DIOSDADO DUQUE TORRADO

Clearance Fee	1	140.00
Legal Research Fee	1	10.00

TOTAL

₱ 150.00

Amount in Words :

One Hundred Fifty Pesos and No Centavos

☐ Cash	Drawee Bank	Number	Date
☐ Check	POSTAL	400108924	9/12/2022
☒ Money Order			

Received the amount stated above.



REPUBLIC OF THE PHILIPPINES
OFFICE OF THE OMBUDSMAN

0258875 -16

C L E A R A N C E

This certifies that our records show that as of 22 September 2022, **DIOSDADO DUQUE TORRADO, DENR-PENRO Occidental Mindoro, Mamburao, Occidental Mindoro**, has NO PENDING CRIMINAL AND ADMINISTRATIVE CASES with the Office of the Ombudsman.

Issued on **23 September 2022** upon the request of **DIOSDADO DUQUE TORRADO** for whatever legal purposes it may serve.

BY AUTHORITY OF THE OMBUDSMAN

JAMES G. VIERNES

Acting Director, Public Assistance Bureau

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

OR#:0009436 / P150.00 / 2022-09-14
CONTROL NO. 22-258875-16

/BCC

WE PROTECT



REPUBLIC OF THE PHILIPPINES
OFFICE OF THE OMBUDSMAN

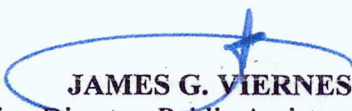
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C L E A R A N C E

This certifies that our records show that as of 22 September 2022, **DIOSDADO DUQUE TORRADO, DENR-PENRO Occidental Mindoro, Mamburao, Occidental Mindoro**, has NO PENDING CRIMINAL AND ADMINISTRATIVE CASES with the Office of the Ombudsman.

Issued on **23 September 2022** upon the request of **DIOSDADO DUQUE TORRADO** for whatever legal purposes it may serve.

BY AUTHORITY OF THE OMBUDSMAN


JAMES G. VIERNES
Acting Director, Public Assistance Bureau

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

OR#:0009436 / P150.00 / 2022-09-14
CONTROL NO. 22-258875-16

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