

DENR MIMAROPA May 15-2023 SECTION

JUN 06 2023

_ DATS NO.

INCOMING OUTGOING.

TIME:

MEMORANDUM

FOR

The Regional Executive Director

DENR MIMAROPA Region 1515 L & S Bldg., Roxas Blvd.,

Ermita, Manila

THRU

The Assistant Regional Director

for Management Services

FROM

The PENR Officer

SUBJECT:

SUBMISSION OF APPLICATION FOR MATERNITY LEAVE OF

FOREST TECHNICIAN I MA. RUBIE C. MORALES EFFECTIVE

APRIL 24, 2023 TO JULY 30, 2023

Respectfully forwarding the above-cited subject matter attached with the Medical Certificate, PENRO Clearance, Allocation of Maternity Leave and Request Letter for seven (7) days Allocation of Forest Technician I Ma. Rubie C. Morales effective April 24, 2023 to July 30, 2023.

For information and approval.

ARNOLDO A. BLAZA, JR



Republic of the Philippines

DEPARTMENT OF ENVIRONMENT AND MIMAROPA Region 472-4

May 15, 2023

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The Regional Executive Director

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The PENR Officer

SUBJECT:

SUBMISSION OF APPLICATION FOR MATERNITY LEAVE OF

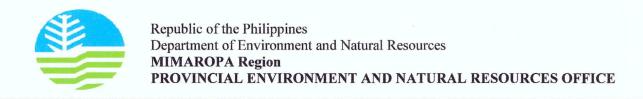
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ARNOLDO A. BLAZA, JR



March 2, 2023

LORMELYN E. CLAUDIO, CESO IV

Regional Executive Director DENR MIMAROPA Region

THRU: DONNA-MAYOR GORDOVE, CESO IV

Assistant Regional Director For Management Services

Ma'am,

Greetings!

I would like to request from your good office a seven (7) days allocation of my maternity leave credits to my husband, Mr. Rolly F. Morales, a Forester I at DENR-PENRO Romblon.

Thank you and God bless.

Respectfully yours,

MA. RUBIE C. MORALES

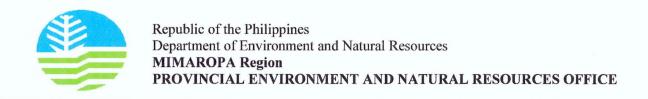
Forest Technician I

Noted by:

ARNOLDO A, BLAZA, JR

OIC, PENR Officer

P



March 2, 2023

LORMELYN E. CLAUDIO, CESO IV

Regional Executive Director DENR MIMAROPA Region

THRU: DONNA-MAYOR GORDOVE, CESO IV

Assistant Regional Director For Management Services

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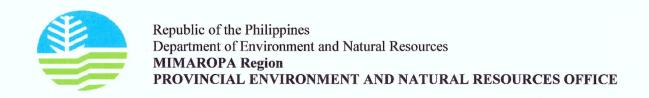
MA RUBIE C. MORALES

Forest Technician I

Noted by:

ARNOLDO A. BLAZA, JR.

OIC, PENR Officer



March 2, 2023

LORMELYN E. CLAUDIO, CESO IV

Regional Executive Director DENR MIMAROPA Region

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Assistant Regional Director For Management Services

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Thank you and God bless.

Respectfully yours,

MA. RUBIE C. MORALES

Forest Technician I

Noted by:

ARNOLDO A. BLAZA, JR.

OIC, PENR Officer



Department of Environment and Natural Resources

Provincial Environment and Natural Resources Office

Odiongan, Romblon

. OFFICE/DEPARTMENT 2. NA	ME: (Last)	(First)	(Middle)
DENR	MORALES	MA. RUBIE	CONTAOL
DATE OF FILING April 11, 2023	4. PÓSITION	FTI	5. SALARY
	6. DETAILS OF APP	PLICATION	
A TYPE OF LEAVE TO BE AVAILED OF		6.B DETAILS OF LEAVE	
Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Imp	plementing E.O. No. 292)	In case of Vacation/Special Privile	ege Leave:
Mandatory/Forced Leave(Sec. 25, Rule XVI, Omnibu	us Rules Implementing E.O. No. 292)	Within the Philippines	
Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Impleme	enting E.O. No. 292)	Abroad (Specify)	
Maternity Leave (R.A. No. 11210 / IRR issued by CSC,	DOLE and SSS)	In case of Sick Leave:	
Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 19	998, as amended)	In Hospital (Specify Illness)	
Special Privilege Leave (Sec. 21, Rule XVI, Omnibus	s Rules Implementing E.O. No. 292)	Out Patient (Specify Illness)	
Solo Parent Leave (RA No. 8972 / CSC MC No. 8, s. 2	2004)	In case of Special Leave Benefits	for Women:
Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implem	enting E.O. No. 292)	(Specify Illness)	
10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15,	, s. 2005)	In case of Study Leave:	
Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus	s Rules Implementing E.O. No. 292)	Completion of Master's Degre	e
Special Leave Benefits for Women (RA No. 9716	0 / CSC MC No. 25, s. 2010)	BAR/Board Examination Review	ew Other
Special Emergency (Calamity) Leave (CSC MC	No. 2, s. 2012, as amended)	purpose:	
Adoption Leave (R.A. No. 8552)		Monetization of Leave Credits	
Others:		Terminal Leave	
NUMBER OF WORKING DAYS APPLIED FOR		6.D COMMUTATION	
One Hundred Five (1	05) days	Not Requested	
INCLUSIVE DATES		Requested	
April 24, 2023-July 3	30, 2023		
		(Signature o	of Applicant
	7. DETAILS OF ACTION O	ON APPLICATION	
CERTIFICATION OF LEAVE CREDITS		7.B RECOMMENDATION	
As of Bourch 31	, 3023		
Vacation Leave	Sick Leave	For approval	
Total Earned 52.62	30.042	For disapproval due to	
Less this application			
Balance \$2.02	30.042		
	30 72		
GEMMA F. FALL	ARIA	DONNA MAYOF	R-GORDOVE, CESO IV
AO IV (HRMO II)			Regional Director
		For Man	agement Services
CAPPROVED FOR:	Dx + usia)	7. D DISAPPROVED DUE TO:	
18 days with pay traferring Leave	CR49 71 (1210)		TENNET THE CONTRACTOR OF THE C
days without pay			
others (Specify)		THE RESIDENCE OF THE PROPERTY	
		CLAUDIO, CESO IV	
	Regional E	xecutive Director	



Department of Environment and Natural Resources

Provincial Environment and Natural Resources Office

Odiongan, Romblon

OFFICE/DEPARTMENT DENR	2. NAME:	(Last) MORALES	(First) MA. RUBIE	(Middle)
3. DATE OF FILING	April 11, 2023	4. POSITION	FTI	5. SALARY
	1.3 380 Section	6. DETAILS OF AF	PLICATION	
6.A TYPE OF LEAVE TO BE AVA	AILED OF		6.B DETAILS OF LEAVE	
Vacation Leave (Sec. 51,	Rule XVI, Omnibus Rules Implemen	ting E.O. No. 292)	In case of Vacation/Special Pri	vilege Leave:
Mandatory/Forced Leav	e(Sec. 25, Rule XVI, Omnibus Rule	es Implementing E.O. No. 292)	Within the Philippines	
Sick Leave (Sec. 43, Rule 2	XVI, Omnibus Rules Implementing E	E.O. No. 292)	Abroad (Specify)	
Maternity Leave (R.A. No.	11210 / IRR issued by CSC, DOLE	and SSS)	In case of Sick Leave:	
Paternity Leave (R.A. No.	8187 / CSC MC No. 71, s. 1998, as	amended)	In Hospital (Specify Illness)	
Special Privilege Leave	(Sec. 21, Rule XVI, Omnibus Rules	s Implementing E.O. No. 292)	Out Patient (Specify Illness)	
Solo Parent Leave (RAN	lo. 8972 / CSC MC No. 8, s. 2004)		In case of Special Leave Benef	its for Women:
Study Leave (Sec. 68, Rule	XVI, Omnibus Rules Implementing	E.O. No. 292)	(Specify Illness)	
10-Day VAWC Leave (R/	A No. 9262 / CSC MC No. 15, s. 200	05)	In case of Study Leave:	
Rehabilitation Privilege	(Sec. 55, Rule XVI, Omnibus Rules	s Implementing E.O. No. 292)	Completion of Master's Deg	ree
Special Leave Benefits	for Women (RA No. 9710 / CSC	C MC No. 25, s. 2010)	BAR/Board Examination Re	view Other
Special Emergency (Ca	lamity) Leave (CSC MC No. 2,	s. 2012, as amended)	purpose:	
Adoption Leave (R.A. No.	8552)		Monetization of Leave Credi	ts
Others:			Terminal Leave	
	YS APPLIED FOR Hundred Five (105)	days	6.D COMMUTATION Not Requested	
INCLUSIVE DATES			Requested	1012/5
Apri	1 24, 2023-July 30, 2	2023	(0)	
	V 2			e of Applicant
		DETAILS OF ACTION	ON APPLICATION	
7.A CERTIFICATION OF LEAVE			7.B RECOMMENDATION	
As of	harrh 310 20	123		
	Vacation Leave	Sick Leave	For approval	
Total Earned	52.02	30.042	For disapproval due to	
Less this application	-	-		
Balance	52.02	30.042		
	GEMINA F. FALLARIA AO IV (HRMO II)	A	Assista	DR-GORDOVE, CESO V
7.C APPROVED FOR:	7 0. 1 -	(2.4.1.2)	7. D DISAPPROVED DUE TO:	
	unity leave (F	C.A. 7 11210/	ASSOCIATES COMP STORAGE A LIGHT STORAGE ACCOUNT AND ACCOUNT ASSOCIATION ASSOCI	
days without pay				
others (Specify)				
		and the second of the second o	. CLAUDIO, CESO IV	
		Regional	Executive Director	



Department of Environment and Natural Resources

Provincial Environment and Natural Resources Office

Odiongan, Rombion

2. NAME:	(Last)	(First)	(Middle)
	MORALES	MA. RUBIE	CONTAOL
April 11, 2023	4. POSITION	FTI	5. SALARY
	6. DETAILS OF APP	PLICATION	
VAILED OF		6.B DETAILS OF LEAVE	
, Rule XVI, Omnibus Rules Implementing	E.O. No. 292)	In case of Vacation/Special	Privilege Leave:
IVe(Sec. 25, Rule XVI, Omnibus Rules II	mplementing E.O. No. 292)	Within the Philippines	
XVI, Omnibus Rules Implementing E.O.	No. 292)	Abroad (Specify)	
o. 11210 / IRR issued by CSC, DOLE and	d SSS)	In case of Sick Leave:	
o. 8187 / CSC MC No. 71, s. 1998, as an	nended)	In Hospital (Specify Illne	ss)
e (Sec. 21, Rule XVI, Omnibus Rules Im	plementing E.O. No. 292)	Out Patient (Specify Illne	ess)
No. 8972 / CSC MC No. 8, s. 2004)		In case of Special Leave Be	enefits for Women:
lle XVI, Omnibus Rules Implementing E.C	D. No. 292)	(Specify Illness)	
RA No. 9262 / CSC MC No. 15, s. 2005)		In case of Study Leave:	
je (Sec. 55, Rule XVI, Omnibus Rules In	plementing E.O. No. 292)	Completion of Master's I	Degree
s for Women (RA No. 9710 / CSC M	IC No. 25, s. 2010)	BAR/Board Examination	Review Other
calamity) Leave (CSC MC No. 2, s. 2	2012, as amended)	purpose:	
0. 8552)		Monetization of Leave C	redits
		Terminal Leave	
AYS APPLIED FOR		6.D COMMUTATION	
Hundred Five (105) d	avs	Not Requested	
		Requested	4.
ril 24, 2023-July 30, 20	23	Ressert	Marie
	5.4	(Signa	ature of Applicant)
7. Di	ETAILS OF ACTION O	N APPLICATION	
E CREDITS		7.B RECOMMENDATION	7,24,34,00
of Nauch 31, 2023	3		
Vacation Leave	Sick Leave	For approval	
52.02	30.042	For disapproval due to	
\$2.02	30.042		
~ ('		DONNA MA	YOR-GORDOVE, CESO IV
AO IV (HRMO II)		Ass	sistant Regional Director
		1	r Management Services
la vite la mon 1	Calch A. X. d	7. D DISAPPROVED DUE TO:	
roving seems (L. 4. 4 (1510)		
		CLAUDIO, CESO IV	
	AllED OF , Rule XVI, Omnibus Rules Implementing ave(Sec. 25, Rule XVI, Omnibus Rules In a XVI, Omnibus Rules Implementing E.O. o. 11210 / IRR issued by CSC, DOLE an o. 8187 / CSC MC No. 71, s. 1998, as an ve (Sec. 21, Rule XVI, Omnibus Rules In No. 8972 / CSC MC No. 8, s. 2004) ale XVI, Omnibus Rules Implementing E.O. RA No. 9262 / CSC MC No. 15, s. 2005) se (Sec. 55, Rule XVI, Omnibus Rules In s for Women (RA No. 9710 / CSC N calamity) Leave (CSC MC No. 2, s. 3 o. 8552) AYS APPLIED FOR AYS APPLIED FOR AHUNDRED FOR CHUNDRED FOR CHUNCRED FOR CHUNDRED FOR CHU	April 11, 2023 4. POSITION 6. DETAILS OF APP (AILED OF , Rule XVI, Omnibus Rules Implementing E.O. No. 292) (AVE) Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292) (AVI) Omnibus Rules Implementing E.O. No. 2	April 11, 2023 4. POSITION 6. DETAILS OF APPLICATION 6. B DETAILS OF LEAVE (ALLED OF (Rule XVI, Omnibus Rules Implementing E.O. No. 292) (AVI, Omnibus Rules Implementing E.O. No. 292) (AVI) (AV



Department of Environment and Natural Resources

Provincial Environment and Natural Resources Office

Odiongan, Romblon

		LICATION		
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DENR		MORALES	MA. RUBIE	CONTAOI
3. DATE OF FILING	April 11, 2023	4. POSITION	FTI	5. SALARY
		6. DETAILS OF AP	PLICATION	
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Vacation Leave (Sec. 51	, Rule XVI, Omnibus Rules Implementing	g E.O. No. 292)	In case of Vacation/Special F	Privilege Leave:
Mandatory/Forced Lea	IVE(Sec. 25, Rule XVI, Omnibus Rules I	mplementing E.O. No. 292)	Within the Philippines	
Sick Leave (Sec. 43, Rule	e XVI, Omnibus Rules Implementing E.O	. No. 292)	Abroad (Specify)	
Maternity Leave (R.A. No	o. 11210 / IRR issued by CSC, DOLE an	nd SSS)	In case of Sick Leave:	
Paternity Leave (R.A. No	o. 8187 / CSC MC No. 71, s. 1998, as ar	mended)	In Hospital (Specify Illness	s)
Special Privilege Leav	e (Sec. 21, Rule XVI, Omnibus Rules In	nplementing E.O. No. 292)	Out Patient (Specify Illnes	ss)
Solo Parent Leave (RA	No. 8972 / CSC MC No. 8, s. 2004)		In case of Special Leave Ben	nefits for Women:
Study Leave (Sec. 68, Ru	ale XVI, Omnibus Rules Implementing E.	O. No. 292)	(Specify Illness)	
10-Day VAWC Leave (F	RA No. 9262 / CSC MC No. 15, s. 2005)		In case of Study Leave:	
Rehabilitation Privileg	Je (Sec. 55, Rule XVI, Omnibus Rules In	nplementing E.O. No. 292)	Completion of Master's De	egree
Special Leave Benefits	s for Women (RA No. 9710 / CSC N	IC No. 25, s. 2010)	BAR/Board Examination F	Review Other
Special Emergency (C	calamity) Leave (CSC MC No. 2, s.	2012, as amended)	purpose:	
Adoption Leave (R.A. No	o. 8552)		Monetization of Leave Cre	edits
Others:			Terminal Leave	
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6.C NUMBER OF WORKING D		lava	6.D COMMUTATION	
INCLUSIVE DATES	Hundred Five (105) o	lays	Not Requested Requested	
the second secon	ril 24, 2023-July 30, 20	023	Nequested	
		describe consequence produces and an executive consequence are are a consequence and an executive consequence are are are are are are are are are ar	(Signate	ure of Applicant)
	7 D	ETAILS OF ACTION	ON APPLICATION	
7.A CERTIFICATION OF LEAV		ETAILS OF ACTION	7.B RECOMMENDATION	
As a	0 0) 1 3	7.B RESSMINERBATION	
Asic				
	Vacation Leave	Sick Leave	For approval	
Total Earned	\$2.02	30.042	For disapproval due to	
Less this application	_		productive/decorption/	KOTTONET ÄTTEN MERITER TROOTS SOM EST ENGINNER HELVE FRENKRINNER SINGS ENGIN VERSENDER ENTRE FRENKRINNER FRENKRINNER
Balance	\$2.02	30-042		
	Jein V			
***************************************	GEMMA F. FALLARIA			YOR-GORDOVE, CESO IV
	ADYK (HRMO II)		1	stant Regional Director Management Services
7.C APPROVED FOR:	0 0 .		7. D DISAPPROVED DUE TO:	
98 days with pay Mal	ernity I cave (R.	A. # 11210)	. D DIONETTOVED DOE TO.	
days without pay	U	,		
others (Specify)				
		LORMELYN F	. CLAUDIO, CESO IV	
	Manage		Executive Director	



Gen. Luna Street, Brgy. Dapawan, Odiongan, Romblon

MEDICAL CERTIFICATE

Date:

5/8133

To whom it my Concern:			
	ONKLES, MA. MIBTE		
presently residing at	TUBLIAN, OPLANGEN, penuly	₹	seen
and examined with the subj	ective complaints		
Clinical Impression is	EAJ (2007) Sign 45	M (pulse	4, B. / Kali Me Jutas
Advised to	M weeten to leave por	1 6KD - h	agna Coving for Women
This medical certificate is issu	ed per patient's request for		na Angantanaya
purpose only and not intend	ed for medico-legal/court use.		





Gen. Luna Street, Brgy. Dapawan, Odiongan, Rombion

MEDICAL CERTIFICATE

Date: 5/873

To whom it my Concern:	
This is to certify that	MONKLES, MA. MIBTE 29 years old
presently residing at	TUBLIAN, STUDIERS , KINIGRAN was seen
and examined with the	subjective complaints
Clinical Impression is	Eff (20) Sip 4 SII (pul de, B. / Hale Mogratal)
Advised to	M unfritz leno per 6/10 - Magna Certa for Women
This medical certificate	is issued per patient's request for
purpose only and not i	ntended for medico-legal/court use.





Gen. Luna Street, Brgy. Dapawan, Odiongan, Romblon

MEDICAL CERTIFICATE

Date: 5/873

to witom it my concern.	
	MONKLES, Mr. KUBTE 29 years old
presently residing at	TUBLIAN, STUNGEN KNIBERN was seen
	ubjective complaints
Clinical Impression is	(A) (DO) Sip 17 SII (April 24, B. / Kale Mogratal)
Advised to	M wife to lead per 6/10 - Magne Collen for Women
	() Women
This medical certificate is	issued per patient's request for
purpose only and not int	ended for medico-legal/court use.





Gen. Luna Street, Brgy. Dapawan, Odiongan, Romblon

MEDICAL CERTIFICATE

Date:

5/8133

To whom it my Concern:					
This is to certify that					
presently residing at	TUBLIAN,	MICHERN 1	Kenthral	was seen	
and examined with the sub					
					<
Clinical Impression is	6A) (Dos) Sin	491 (,	pulyy, B	/ Kali MoJutal)
Advised to	M west	Enoty ledeo	por 6x	n = Magn	a Covina for Women
This medical certificate is is	sued per patie	nt's request for			
purpose only and not inter	ded for medic	o-legal/court use.			



NOTICE OF ALLOCATION OF MATERNITY LEAVE

FOR FEMALE EMPLOYEE		ere en spirit geske trede kommen per der erkelbeliering meg de annen		
NAME (Last Name, First Name, Name Extension,	if any, and Middle	e Name)	POSITION	
MORATES, MA. RUBIE CONTA	CONTRACTOR	The second name of the second	FOREST TECHNICIA	N 1
HOME ADDRESS			AGENCY and ADDRESS	
TUBURAN, ODIONGAN, ROMBUON			DENR- ROMBLON	
CONTACT DETAILS (Phone number and e-mail ac	ddress)		Tabing-dagat. Oc	liongan
09469412940			Romb1	
I am allocating days (7 days max.) of n which benefit is granted under Republic Act No. 1 relationship.	1210 or the 105-	nity leave to Day Expand	o Mr./Ms	ed is the proof of ou
. FOR CHILD'S FATHER/ALTERNATE	CAREGIVER			
NAME (Last Name, First Name, Name Extension,	if any, and Middle	e Name)	POSITION	
MORAUES , ROLLY FONTAN	ILLA		FORESTER 1	The second second
HOME ADDRESS			AGENCY / EMPLOYER and	ADDRESS
TVBURAN, ODIENGAN, ROMBION			DENR- ROMBION	
CONTACT DETAILS (Phone number and e-mail ac	ddress)		tabing-dagat, od	iongan
09506859778			Romblo	
☐ Relative within fourth degree of consanguinity (Specify:) #rom the above proof of our relative proof of our relative care of the care of t		ementioned lationship. It of our/ber he	the allocated days of the 105-day maternity lear mentioned female employee and I/we submit the attach tionship. It is understood that the allocated maternity lear our/per newborn child.	
☐Current partner sharing the same household			PRINTED NAME	DATE
(Please mark the box	PROOF OF RELA		py of the document)	
☐ Child's Birth Certificate ☑ Marriage Certificate	e 🗆 Barangay	y Certificate	☐Other bona fide docu prove filial relationshi	
I. FOR THE HRMO AND THE HEAD OF	OFFICE/AUT	HORIZE	D OFFICIAL APPROVED:	
I certify that Ms. No. Public C. YNSW all a maternity leave balance of 22.002 days. Furthern reviewed and evaluated the attached supporting and find the herein allocation of maternity leave in or GEMMAF FALLARIA 04 12 SIGNATURE OVER PRINTED NAME DATE HRMO	nore, I have document/s	S	IELYN E • CLAUDIC IGNATURE OVER PRINTE Plead of Office/Authorized	D NAME



		Page 2 of 2, 1 Copy
ACTION .		
1/35 Marie 13/4)	HANDE TO BE THE THE PARTY OF THE PROPERTY OF THE PROPERTY OF THE PARTY	
16	20b WITNESSES (Prigr Nerre and Sign)	alanyan dipuni managan dan dan dan dan d
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No.	BURGE CIRILE MADURO FOJA KLYR FOJA ATTY ROLLY F. ROLDAN MARLYN HERNANDEZ	SEAL HARLING BOOK
	Sept Sea Control of the Control of t	
	VERNICA DE CERNAN AFFIDAVIT OF SOLEMNIZING OFFICER CERANDO ABIGAR	
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	(That have spiemered the marriage between and	10
and the little of	2. a that I have ascertained the qualifications of the contracting parties and flave found no legal impediment for them to many as required by Article 34 of the Family Code.	3-2
	p. That this marriage was performed in articulo months or at the point of death:	
	c. That the contracting partyles and being at the point of a being at the poin	
	or him or her by writing the dying party's listing and personal to waters of transportation to enable concerned party/parties to appear d. That he residence of either party is so located that there is no means of transportation to enable concerned party/parties to appear	
	personally before the civil registrar: e That the marriage was among Muslims or among members of the Ethnic Cultural Communities and that the marriage was soferanized	B ASSAN AND MANAGEMENT OF THE STATE OF THE
	in accordance with their customs and practices:	
transporting	 That I sook the necessary steps to ascertain the ages and retationable of the contracting parties and that neither of them are under any legal impediment to marry each other; 	<u>ब</u> ्दे
erminikasi [®]	4; That I am executing this affidavit to attest to the truthfulness of the foregoing statements for all legal intents and purposes.	
	In truth whereof, I have affixed my signature below this day of at	
	Philippines.	average and a second
	Signature Over Printed Name of the Sciennating Officer	■ 被混淆的企業器 認度機 的要性認定定義主義者 別 以本 自己企業情報的數
10.01	SUBSCRIBED AND SWORN to before the this day of at	
	tissued on al	Street, Street
	Signature of the Administration Officer Position/Title/Designation	
		Self William In
	AFFIDAVIT FOR DELAYED REGISTRATION OF MARRIAGE	E Seither Charles His
	of legal age, single/married/divorced/vidow/vidower, with residence and	
	postal address.	Wixeved
	site: having duty sworm in eccordance with less do hereby dapase and say: 1. That I am the applicant for the delayed registration of	
	the marriage between and in the marriage between th	Santa Mind Control of the Control of
2071-01114-11-1		- N
	That said memage was solemnized by	
	3. That the marriage was solemnized.	Action Server 1
	a with marriage license no. ssued on st. b. under Article (marriages of exceptional character).	The state of the s
Contain the Containing	4. (if the applicant is either the wife or husband). That I am a citizen of	
	(if the applicant is other than the wife or husband). That the wife is a clizzen of and the husband	96
	is a citizen of	
	That the reason for the delay in registering _cur/their marriege is	
	In truth whereof, I have affixed my signature below this day of	Television Statement
	Philippines	Section (all the feet that there
esse (1841) Herri		
NEW PHARMS	Signature Over Printed Name of Afflent	野
Hambara at	SUBSCRIBED AND SWORN to before me this day of at	2
1110111	Philippines, afflant who exhibited to me his Community Tax Cert.	La line and the market
. (F. 1911) Feb.	issued on at the state of the s	E
		§
diamateral	Signature of the Administering Officer Position/Title/Designation	
	Name in Print Addicess	J. Charles attack and a

NOTICE OF ALLOCATION OF MATERNITY LEAVE

MOTIOE OF ALLOCATION	OF MATERIAL LEAVE
I. FOR FEMALE EMPLOYEE	
NAME (Last Name, First Name, Name Extension, if any, and M	iddle Name) POSITION
MORALES MA RUBIE CONTAOI	FOREST FECHNICIAN 1
HOME ADDRESS	AGENCY and ADDRESS
TUBURAN, ODIONGAN, ROMBION	DENR- ROMBLON
CONTACT DETAILS (Phone number and e-mail address)	Tabing-dagal, Odiongan,
09469412940	Tabing-dagal, Odiongan, Romblon
I am allocating days (7 days max.) of my 105-day m which benefit is granted under Republic Act No. 11210 or the relationship.	aternity leave to Mr./Ms, 105-Day Expanded Maternity Law. Attached is the proof of our
II. FOR CHILD'S FATHER/ALTERNATE CAREGIVE	iR .
NAME (Last Name, First Name, Name Extension, if any, and M	iddle Name) POSITION
MORALES ROLLY FONTANILLA	toptster 1
HOME ADDRESS	AGENCY / EMPLOYER and ADDRESS
TUBURAN, ODIONGAN, ROMBION	DENR. ROMBION
CONTACT DETAILS (Phone number and e-mail address)	
09506859778	Tabing-dagaf, Odiengan. Romblon
RELATIONSHIP TO THE FEMALE EMPLOYEE	
☐ Child's father ☐ Alternate caregiver ☐ Relative within fourth degree of consanguinity (Specify: ☐ Current partner sharing the same household Courrent partner sharing the same household	days of the 105-day maternity leave bovementioned female employee and l/we submit the attached relationship. It is understood that the allocated maternity leave are of our fire newborn child. Thorrals TURE OVER PRINTED NAME DATE
Sign	TORE OVER PRINTED NAME DATE
PROOF OF RI	
	ttach a photocopy of the document) ngay Certificate □ Other bona fide document/s that can
	prove filial relationship
III. FOR THE HRMO AND THE HEAD OF OFFICE/A	UTHORIZED OFFICIAL
	APPROVED:
I certify that Ms. Ma. Ruby C. Manuals has a maternity leave balance of 82.062 days. Furthermore, I have	
reviewed and evaluated the attached supporting document/s and find the herein allocation of maternity leave in order.	LORMELYN E CLAUDIO, CESO IV
and this die north diogenon of materinty leave in order.	SIGNATURE OVER PRINTED NAME
GEMMA F. FALLARIA 4/13/23	Head of Office/Authorized Official
SIGNATURE OVER PRINTED NAME DATE	
HRMO AGENCY, ADDRESS and CONTACT DETAILS	DATE

Instructions

- 1. The form shall be used as written notice of the female employee to her agency regarding her allocation of a maximum of seven (7) days from the 105-day expanded maternity leave.
- 2. The form shall be accomplished in three (3) copies: copy for the female employee; copy for the agency; and copy for the agency/employer of the child's father/alternate caregiver.
- 3. The form with proof of relationship shall be attached to the Application for Leave (CS Form No. 6) of the female employee.
- 4. The authorized official shall forward the copy for the agency/employer of the child's father/alternate caregiver.
- 5. Item I of the form shall be accomplished by the female employee. She shall provide the required personal and agency information, the number of maternity leave days sought to be allocated and the name of the recipient of the allocated leave. She shall affix her signature over printed name with date of signing.
- 6. Item II of the form shall be accomplished by the child's father/alternate caregiver. He/she shall provide the required personal and agency/employer information and he/she shall affix his/her signature over printed name with date of signing.
- 7. Item III of the form shall reflect the name of the female employee and her maternity leave balance. This part shall be accomplished and signed by the Human Resource Management Officer (HRMO) in the agency. It is a ministerial duty of the head of office or his/her authorized official to approve said allocation and indicate the date of signing. The agency, thru the HRMO, is responsible to forward a copy of the accomplished form to the agency/employer of the child's father/alternate caregiver.

lanuinas	CERTIFICATE OF	Registry No.
	ROMBLON Inty ODIONGAN	20 16-188
on your and meipo	HUSBAND	WIFE
1. Name of Contracting	(First) ROLLY	(First) -MA.RUBIE
Parties	(Mode) FONTANILLA	(Midde) FARARAER
2a Date of Birth	(Day) (Month) (Year) (A	ge) (Day) (Month) (Year) (Age)
2b Age	24 FEBRUARY 1982 34 (City/Municipality) (Province) (Country	y) (City/Municipality) (Province) (Country)
3. Place of Birth	SANTA CRUZ, ILOCOS SUR, PHILIPPINES (Cazensho)	ODIONGAN, ROMBLON, PHILIPPINES (Clizeriship)
4b Citizenship	MALE FILIPINO Wouse No. St. Barangay, City/Municipality, Province, Court	FEMALE FILIPINO (House No., St., Berengey, City/Municipelity, Province, Country)
5. Residence	BUDIONG, ODIONGAN, ROMBLON, PHILIPPINE	S TUBURAN, ODIONGAN, ROMBLON, PHILIPPINES
6. Religion/ Religious Sect	ROMAN CATHOLIG	AGLIPAY
7. Civil Status	SINGLE (Lest)	SINGLE (First) (Middle) (Last)
8 Name of Father	REYNALDO MORALES	ROMEO SORIA CONTACI
9. Cittzenship	FILIPINO	FILIPINO
10. Maiden Name of Mother	(First) (Middle) (Last) LILIA FONTANILL	(First) (Middle) (Last) A BEVERLY SOLANGON FABABAER
11 Citizenship	FILIPINO	FILIPINO
12. Name of Person/ Waik Who Gave Consent of Advice	(First) (Middle) (Last) NOT APPLICABLE	(First) (Middle) (Last) NOT APPLICABLE
13. Relationship	NOT APPLICABLE	NOT APPLICABLE
14 Residence	(House No., St., Barangay, City/Municipality, Province, Cour NOT APPLICABLE	(House No., St., Barangay, City/Municipality, Province, Country) NOT APPLICABLE
16. Place of Mar	riage IGLESIA FILIPINA INDEPENDIENTE (Office of the/House of/Barangay of/Church of/Mose	ODIONGAN ROMBLON (City/Municipality) (Province)
6. Date of Mam	age: 15 OCTOBER 2016 (Day) (Month) (Year)	17. Time of Marriage
18. CERTIFICATION	ON OF THE CONTRACTING PARTIES. IS TO CERTIFY: THAT I, ROLLY FONTANILLA MOR	ALES and I MA.RUBIC FABABAER CONTACT both
legal age of our s	own free will and accord, and in the presence of the person sole	minizing this marriage and of the witnesses named below, take each other
as husband and y	into and certifying further that was have entered, a copy of the second marked with our lingerprint	which is hereto attached (X have not entered into a marriage settlement this certificate in quedn-plicate this 15th, day of OCTOBER 2016
	TO	
	(Signature of Husband)	(Signature of Wife)
THIS	TON OF THE SOLEMNIZING OFFICER: IS TO CERTIFY: THAT BEFORE ME, on the date and place	s above-written, personally appeared the above-mentioned parties, with
their mutual con	sent, lawfully joined together in marriage which was scientification of the scientification	d by me in the presence of the witnesses named below, all of legal ag
X a Mamao	License No. A996474 issued on .OC	TOBER 10, 2016 at ODIONGAN, ROMBLON
in favor of	said parties, was embited to me rage license was necessary, the marriage being solemnized to	nder Art
o they man	made was sciennized in accordance with the gravisions of Pres	
No Don	MONELLO T. PARRICULER DIOCESAN BI	SHOD SALE STREET SALE
3. 图 4. 高度性性性性	r Printed Name of Solemeizing Officer) (Position/Desig	
20a, WITNESSI Additional al	ES (Print Name and Sign) the back	about ?
*************	C DOMINGUEZ CONSUELO MATUNDAR.	ARD NELSON GOROSPE ARDYN BALIBAG
21.RECEIVEO		Signature TV
Signature		Name in Print ABUNDIO F. RAFAEL
Title or Positio	AND DECEMBER OF THE PROPERTY O	Title or Position MUNICIPAL CIVIL REGISTRAR
าโบสเซ		Date 25 Texturbust 25-75
	NOTATIONS (For LCRO/OCRG/Shari'a Circuit Registrar	Use Only)

Lisa Straco S. Bersales LISA GRACE S. BERSALES, Ph.D.

		Page 2 of 2, 1 Copy
PARISTINAL.		nerthweinterstein in
July 1	MARIA NA BRAINS V. MIS-GOLDAN	
V S C C C C C C C C C C C C C C C C C C	20b WITNESSES (Print Name and Sign)	s Lovert in substitution in a contraction in the latest
(B)	MAXIMO C CANDRITO MARGIE U. CRCHOA JOSE LUIS A FABIC HON TRINA ALEJANDRA G.	
No Comment of	JUDGE CIRILE MADURO FOJA KLYR FOJA ATTY ROLLY F. ROLDAN MARLYN HERNANDEZ	
· Name of	STATE CHILD PRODUCT OF THE STATE OF THE STAT	A CONTRACTOR OF THE PROPERTY O
HH HOTTO	VERNICA DE CEZNAN AFFIDAVIT OF SOLEMNIZING OFFICER CERATION SABIGAR	The Mark State of the State of
	of legal age, Sciemnizing Officer of with a with a science at a science of the sc	
	1. That have solemnized the marriage between and	
	a That I have ascertained the qualifications of the contracting parties and tieve found no legal impediment for them to many as required by Article 34 of the Family Code.	3-4
Per la constant de la	o That this marriage was performed in articula mortis or at the point of death. O That the contracting partyles and being at the point of the	Comment and the second
	c. That the contracting partyles and being at the point of the open and physically unable to sign the foregoing contidents of marriage by signature or mark, one of the witnesses to the marriage, sign for tim or hat by writing the dying party's name and beneath it, the witness' own signature preceded by the preposition "By".	
建建设的	d. That the residence of either party is so located that there is no means of transportation to enable conformed party/parties to appear	
	personally before the cwi registrar. a. That the mannage was among Muslims or among members of the Ethnic Cultural Communities and that the mannage was sciennized	B CONTRACTOR AND A STATE
	in accordance with their customs and practices:	
1941-124-1961-1961	 That I took the necessary steps to ascertain the ages and retationship of the contracting parties and that neither of lithern are under any legal-impediment to marry each other. 	95 (4)
namatai (ana)	4. That I am executing this afficient to attest to the truthfulness of the foregoing statements for all legal Intents and purposes	
	In truth whereof, I have affixed my signature below this day of at	
	Philippines.	
	Signature Over Printed Name of the Setemoting Officer	2 Charles and American
er the thest of	SUSSCRIBED AND SWORN to before me this day of at	
	Issued on 91	Control of the contro
	Signature of the Administration Officer Position/Title/Dasignation	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
	Signature of the Administrating Officer Position/Title/Dasignation	5 Sept. 11 11 11 11 11 11 11 11 11 11 11 11 11
計劃用到的集	Name in Print Address	
	AFFIDAVIT FOR DELAYED REGISTRATION OF MARRIAGE of legal age, single/married/divorced/vidow/evidower, with residence and	
	postai address	
	after theying duty sworn in accordance with lew do hereby dapage and say: 1. That I am the applicant for the delayed registration of	
	Dy Mailiage with	
	the marriage between and in	Samuel and the same of the sam
	2 That said memage was solemnized by (Solemnizing Officer's name) under a reagious ceremony b christoperemony c Muslim rites d. Inbat rites	
	That the marriage was solemnized:	
ation althor	a, with marriage license to	
	b under Article (marriages of exceptional character). 4 (If the applicant is element the wife or nusband). That I am a citizen of and my spoule is a citizen of and my spoule is a citizen of an and my spoule is a citizen of an another than the control of the citizen of an another than the citizen of another than the citizen of an another t	
		et was was a work
	if the applicant is other than the wife or husband). That the wife is a citizen of	
	5 That the reason for the delay in registering	
	6 That't am executing this afficient to attest to the trumfuness of the foregoing statements for all legal intents and purposes.	
	In truth whereof, I have affixed my signature below this day of	
		3 /
	Signature Over Printed Name of Afflant	IEX
	SUBSCRIBED AND SWORN to before me this day of	16 ⁴ >
	Philippines, affiant who exhibited to me his Community Tax Cert.	
	issued on at at a state of the	
	Signature of the Administering Officer Position/Title/Designation	S L CONTRACTOR
	Name in Print Addresss	
	Name in Print Address	

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES CLEARANCE FORM

(Instructions at the back)

PURPOSE						
			Married Street S			
TO: <u>DEPARTMENT OF ENVIRONME</u>	NT AND NA	ATURAI RES		ate of App	lication	
I hereby apply for clearance from	money, prop	perty and wor	k-related accountabilities	s for:		
Purpose: ☐ Transfer ☐ Re	esignation	☐ Other Mo	de of Separation:		N. dans	
☐ Retirement ☐ Le	ave	Plea	ase specify: Maternity L	eave (R.A	A. No.11210)	
Effectivity/Inclusive Period:		T		-		
Office of Assignment: PENRO ROMBLON			WONTE STATE OF STATE	MODIFICA	MODN FO	
Position/SG/Step: FOREST TECHNICIAN I /	SG-6 / S-3				MORALES e of Employee	
II CLEARANCE FROM WORK-RELATED		ARII ITIES		3		
We hereby certify that this applicant is			accountabilities from this	s Unit/Offi	ice/Dept.	
MANAMAN						
MALMIN R. ROCERO			THELMOS. HERN	cell	199	
Chief, Technical Services Division			Chief, Management Serv	1/	on	
III CLEARANCE FROM MONEY AND PRO	PERTY AC	COUNTABIL				
Name of Unit/Office Department	Cleared	Not Cleared	Name of Clearing Office	r/Official	Signature	
1. Administration Sector	Finost ven		s one sarollemae and	6 10 061	38/3	
Supply and Property Procurement and a. Management Services		A 34	HERSALYN M. RO Admin. Officer I (Supply		Hupp	
h Human Brasses Mark 2 2 2 1			GEMMA F. FALLARIA		Juin 5	
b. Human Resource Welfare & Assistance	27 14 7		Admin. Officer IV (HRMO II) ALLAN T. SENDIONG			
Land		Land Management Of	Land Management Officer/			
c. Agency-accredited Union/Cooperative Library			DENREU President			
	100000000000000000000000000000000000000		JOEVIR J. CABAR	ON I	Death	
a. Records			Admin. Officer I (Records)		1 dans	
b. Cashiering Services			EDLYN S. AREVALO Admin. Officer I (Cashier)		Edmenato	
3. Finance and Assets Management						
a. Financial Services						
Transaction, Processing & Billing			FLORENCE GRACE F. DO		10/	
b. Services			Accountant III/ Chief, Admin and Finance Section		J. Kul	
David D. C.					V	
c. Payroll & Remittance Services 4. Professional and Institutional Development	nt .					
and managerial bevelopmen				T		
a. Scholarship Services						
V CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:						
a. Internal Affairs Office/Legal Affairs Office						
with pending administrative case						
with ongoing investigation (no formal charge yet)						
CERTIFICATION						
ARNOLDO A. BLAZA, JR.						
OIC, PENR Officer						
Page 1 of 2						

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES CLEARANCE FORM

(Instructions at the back)						
I PURPOSE			greet groups below			
Date of Application TO: DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES I hereby apply for clearance from money, property and work-related accountabilities for: Purpose: Transfer Resignation Other Mode of Separation: Retirement Leave Please specify: Maternity Leave (R.A. No.11210) Effectivity/Inclusive Period:						
Office of Assignment: PENRO ROMBLON				merale		
Position/SG/Step: FOREST TECHNICIAN I / S		MA RUBIE C. MORALES Name and Signature of Employee				
II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES We hereby certify that this applicant is cleared of work-related accountabilities from this Unit/Office/Dept.						
MALVIN R ROCERO Chief, Technical Services Division	THELMO S. HERNANDEZ Chief, Management Services Division			ion		
III CLEARANCE FROM MONEY AND PRO	PERTY AC	COUNTABIL	ITIES			
Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/6	Official	Signature	
1. Administration Sector	rings talk	Hideli Wuba	s ons amoregido com la	10,001	890	
Supply and Property Procurement and a. Management Services		- The	Admin. Officer I (Supply O		things	
b. Human Resource Welfare & Assistance		esalaus fi	GEMMA F. FALLARI Admin. Officer IV (HRM)		Jam's	
c. Agency-accredited Union/Cooperative 2. Library	1		ALLAN T. SENDION Land Management Offic DENREU President		Amril 3	
a. Records			JOEVIR J. CABARO Admin. Officer I (Recor	- 1	Jacon .	
b. Cashiering Services			EDLYN S. AREVALO Admin. Officer I (Cashi		Editrevato	
3. Finance and Assets Management						
a. Financial Services Transaction, Processing & Billing b. Services			FLORENCE GRACE F. DON Accountant III/ Chief, Admi Finance Section		fly	
c. Payroll & Remittance Services						
4. Professional and Institutional Developmen	nt .					
a. Scholarship Services						
IV CERTIFICATION OF NO PENDING ADM	INISTRATI	VE CASE:				
a. Internal Affairs Office/Legal Affairs Office						
with pending administrative case with ongoing investigation (no formal charge yet)						
V CERTIFICATION						
ARNOLDO A. BLAZA, JR. OIC, PENR Officer						

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES CLEARANCE FORM

(Instructions at the back)

I PURPOSE						
Date of Application TO: DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES I hereby apply for clearance from money, property and work-related accountabilities for:						
Purpose: Resignation Other Mode of Separation: Retirement Leave Please specify: Maternity Leave (R.A. No.11210) Effectivity/Inclusive Period:						
		T.		~		
Office of Assignment: PENRO ROMBLON	Office of Assignment: PENRO ROMBLON MA. RUBIE C. MORALES					
Position/SG/Step: FOREST TECHNICIAN I / S	SG-6 / S-3		Name and Signatur	e of Employee		
II CLEARANCE FROM WORK-RELATED			and the little of the state of			
MALVINR. ROCERO Chief, Technical Services Division		work-related accountabilities from this Unit/Office/Dept. THELMO S. HERNANDEZ Chief, Management Services Division				
III CLEARANCE FROM MONEY AND PROI						
Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature		
Administration Sector Supply and Property Procurement and a. Management Services			HERSALYN M. ROYO Admin. Officer I (Supply Officer)	Amp		
b. Human Resource Welfare & Assistance			GEMMA F. FALLARIA Admin. Officer IV (HRMO II)	- Count		
c. Agency-accredited Union/Cooperative			ALLAN T. SENDIONG Land Management Officer/ DENREU President	Ammo 5		
2. Library JOEVIR J. CABARON						
a. Records		22.24	Admin. Officer I (Records)	Jochann		
b. Cashiering Services 3. Finance and Assets Management			EDLYN S. AREVALO Admin. Officer I (Cashier)	tomarical		
3. Finance and Assets Management						
a. Financial Services Transaction, Processing & Billing			FLORENCE GRACE F. DOMINGO Accountant III/ Chief, Admin and	Jh/		
b. Services c. Payroll & Remittance Services			Finance Section	ħ,		
4. Professional and Institutional Development	nt					
a. Scholarship Services						
IV CERTIFICATION OF NO PENDING ADM	INISTRATI	VE CASE:				
a. Internal Affairs Office/Legal Affairs Office						
with pending administrative case with ongoing investigation (no formal charge yet)						
V CERTIFICATION	no iormai cri	arge yer)				
ARNOLDO A. BLAZA, JR. OIC, PENR Officer						

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES CLEARANCE FORM

(Instructions at the back)

	I PURPOSE						
				Date of Appl	ication		
TO:	DEPARTMENT OF ENVIRONMENT	NT AND NA	ATIIRAI REG		ication		
	I hereby apply for clearance from n						
				de of Separation:			
	□ Retirement □ Lea			ase specify: <u>Maternity Leave (R.A</u>	No 11210)		
	A COURT DESCRIPTION OF THE COURT OF THE COUR			add opdony. Middebriney mouve (1417)			
	Effectivity/Inclusive Period:						
Offi	ce of Assignment: PENRO ROMBLON		and the grant	non			
				MA. RUBIE C. N	MORALES		
Pos	sition/SG/Step: FOREST TECHNICIAN I / S	3G-6 / S-3		Name and Signature	e of Employee		
	CLEARANCE FROM WORK-RELATED A	ACCOUNT	ADILITIES				
11	decrease and the second control of the secon				/D 1		
	We hereby certify that this applicant is	cleared of	work-related	accountabilities from this Unit/Office	ce/Dept.		
	W/ / X /// X			0 1/15			
	MALVIN R ROCERO			THELMOS. HERNANDEZ			
	Chief, Technical Services Division						
III	CLEARANCE FROM MONEY AND PROP	DEDTY AC	COLINTARII	Chief, Management Services Division			

	Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature		
1.	Administration Sector	i mon selv	Valloid Plucio	s bas alreaded eat is to hate	1910		
	Supply and Property Procurement and		1	HERSALYN M. ROYO	11		
	a. Management Services			Admin. Officer I (Supply Officer)	mas		
				GEMMA F. FALLARIA			
	b. Human Resource Welfare & Assistance	2 20 20		Admin. Officer IV (HRMO II)	The same		
				ALLAN T. SENDIONG	> 0-		
				Land Management Officer/	mr		
	c. Agency-accredited Union/Cooperative			DENREU President	3		
2. Library							
				JOEVIR J. CABARON			
	a. Records		A	Admin. Officer I (Records)	Latan		
				EDLYN S. AREVALO	Edvarenas		
	b. Cashiering Services			Admin. Officer I (Cashier)	00.		
3. Finance and Assets Management							
	a. Financial Services			ELOPENCE CRACE E DOMINICO	0/		
	Transaction, Processing & Billing			FLORENCE GRACE F. DOMINGO Accountant III/ Chief, Admin and Finance Section			
	b. Services						
					<i>X</i>		
	c. Payroll & Remittance Services				r		
4.	Professional and Institutional Developmen	t					
	a. Scholarship Services	WANTED TO THE TOTAL PROPERTY.					
IV	CERTIFICATION OF NO PENDING ADM	INISTRATI	VE CASE:				
	a. Internal Affairs Office/Legal Affairs Office						
with pending administrative case							
with ongoing investigation (no formal charge yet)							
V CERTIFICATION							
V OERTHIOATION							
		ARNOL	DO A BLAZ	R. JR.			
		OIC	PENR Office	er			
Old, I Little Ollicei							