March 14, 2023

DENR MIMAROPA RECORDS SECTION

RECEIVED

MAR 17 2023

DATS NO.

INCOMING DOUTGOING

BY:

TIME:

MEMORANDUM

FOR

The Regional Executive Director

MIMAROPA Region

FROM

The OIC-PENRO

Calapan City, Oriental Mindoro

SUBJECT

APPLICATION FOR TERMINAL LEAVE CLAIM OF SOME

PERSONNEL OF DENR PENRO ORIENTAL MINDORO

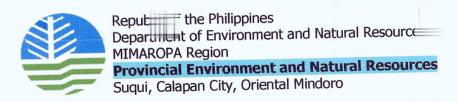
Forwarded are the documents on terminal leave claim of the following personnel of DENR PENRO, Oriental Mindoro effective January 1, 2023;

Name	Position
1. Leo G. Capon	Development Mgt. Officer IV
2. Evelyn C. Mamigo	Forester II
3. Cecilia S. Rojas	Credit Officer I
4. Levelita M. Erlano	Forest Ranger

Attached is the list of requirements.

For information, reference and record.

ALANIALLE



Name: Leo G. Capon Position: Dev't. Mgt. Officer. IV Office: DENR PENRO ORIENTAL MINDORO	Purpose: Opnoral Kenkument
LIST OF REQUIREMENTS	/DOCUMENTS ATTACHED
Retirement (COMPULSORY/Optiona	I)/EO 366
Letter of Intent Endorsement by the Head of Office	e CENRO/PENRO
For Terminal Claim (4 copies)	
✓ GSIS Clearance/Voucher ✓ Application for Terminal Leave Certification of Leave Credits and G ✓ Sworn Statement of Assets and Lia ✓ Latest Appointment ✓ Latest Notice of Salary Adjustment ✓ PENRO Clearance ✓ CENRO Clearance ✓ Service Record ✓ Ombudsman Clearance (Online Fill ✓ Affidavit of No pending Criminal C ✓ IPCR with Journal ✓ Xerox UMID Card M Sworn/Affidavit/Statement for the	ling www.ombudsman.gov.ph) Case
In Case of Death MA Death Certificate (Original) MA Marriage Certificate (if married) MA Birth Certificate of Children 1 Authorized Claimant with Waive (for Single without Child) (Origin Xerox of Valid ID (Claimant)	er of Rights of Siblings nal)
For Mowel Fund (Refund) Application for Refund of Premium Certificate of Contributions - To File Marriage Contract if married	ms

Ť

GOVERNMENT SERVICE INSURANCE EM BATANGAS REGIONAL OFFICE ALANGILAN, BATANGAS CITY 4200 RETIREMENT BENEFIT VOUCHER

BP NUMBER : 2000905558 LEO G. CAPON BRGY PASI I SOCORRO MINDORO ORIENTAL LAST EMPLOYER: DENR, PENRO CALAPAN SUQUI CALAPAN CITY ORIENTAL MINDORO 5200 04B PH

RET NO. : RA 8291R0050021710
REF CLAIM ID : RA 8291R0050021710220023020
DATE OF RETIREMENT : 01/01/2023
POLICY NO. : LP62090501149
PERIODS W/ PAID PREMIUMS : 33.60034142

FOR THE PAYMENT OF: RA - 8291 18MOS CP AND PENSION IMMEDIATELY

AGE: 60.00 18MOS CP FROM

01/01/2023 TO 06/30/2024 AT 59,354.81

1,068,386.58

ACCRUALS FROM

01/01/2023 TO 02/28/2023 AT 59,354.81

118,709.62

ADD:

LESS:

CNL

53,102.74

TOTAL DEDUCTION

53,102.74

NET PROCEEDS

1,133,993.46

NOTE: MONTHLY PENSION IN THE AMT OF P 59,354.81 TO RESUME ON 03/01/2023 IF LIVING.

PROCEEDS CREDITED TO:

NAME: LEO G CAPON

PRN: 230001168916

1,133,993.46

CERTIFIED CORRECT:

MARIEL C. ACLAR ACLAN APPROVED FOR PAYMENT

MANAGER

POST-AUDITED AND ALLOWED IN THE AMOUNT OF P 1,133,993.46 PRN: 230001168916 DATE: 02/09/2023

AUDITOR

AUDITOR'S REPRESENTATIVE

GOVERNMENT SERVICE INSURANCE EM BATANGAS REGIONAL OFFICE ALANGILAN, BATANGAS CITY 4200 RETIREMENT BENEFIT VOUCHER

: RA 8291R0050021710 : RA 8291R005002171022002302C : 01/01/2023 : LP62090501149

BP NUMBER : 2000905558 LEO G. CAPON BRGY PASI I SOCORRO MINDORO ORIENTAL 5207

RET NO.
REF CLAIM ID : RA 8291R005
DATE OF RETIREMENT : 01/01/2023
POLICY NO. : LP620905011
PERIODS W/ PAID PREMIUMS : 33.60034142

LAST EMPLOYER: DENR, PENRO CALAPAN SUQUI CALAPAN CITY ORIENTAL MINDORO 5200 04B PH

FOR THE PAYMENT OF: RA - 8291 18MOS CP AND PENSION IMMEDIATELY 18MOS CP FROM

01/01/2023 TO 06/30/2024 AT 59,354.81

1,068,386.58

ACCRUALS FROM

01/01/2023 TO 02/28/2023 AT 59,354.81

118,709.62

ADD:

LESS:

CNL

53,102.74

TOTAL DEDUCTION

53,102.74

NET PROCEEDS

1,133,993.46

NOTE: MONTHLY PENSION IN THE AMT OF P 59,354.81 TO RESUME ON 03/01/2023 IF LIVING.

PROCEEDS CREDITED TO:

NAME: LEO G CAPON

PRN: 230001168916

1,133,993.46

CERTIFIED CORRECT:

MARIEL C. ACLAN OFFICER I

APPROVED FOR PAYMENT

MANAGER

POST-AUDITED AND ALLOWED IN THE AMOUNT OF P 1,133,993.46 PRN: 230001168916 DATE: 02/09/2023

AUDITOR'S REPRESENTATIVE

AUDITOR

GOVERNMENT SERVICE INSURANCE TEM BATANGAS REGIONAL OFFICE ALANGILAN, BATANGAS CITY 4200 RETIREMENT PROCEEDS DATA SHEET RA 8291

02/11/2023

BP NO : 2000905558
NAME : LEO G. CAPON
OFFICE : DENR, PENRO CALAPAN

SUQUI CALAPAN CITY ORIENTAL MINDORO 5200 04B PH

RET NO REF CLAIM NO. POLICY NO.

: RA 8291R0050021710 : RA 8291R005002171022002302 : LP62090501149 : 62090501149

ID NO.

: BRGY PASI I SOCORRO MINDOR MAIL/ADDR

ORIENTAL 5207

I. PARTICULARS:

DATE OF RETMNT : 01/01/2023
DATE OF BIRTH : 09/05/1962
AGE AT RET : 60.00

II. SERVICE : PPP

Net TLS

= 33.60034142 = 33.61021 = 0.00000000 LWOP

III. COMPENSATION:

AMC RAMC

69,959.77 70,659.77

90% AMC : 62,963.79

IV. COMPUTATION OF PROCEEDS: BMP : (0.025) (70,659.77) (33.60034142) = 59,354.81

FROM 01/01/2023 TO 06/30/2024 AT 59,354.81

1,068,386.58

FROM 01/01/2023 TO 02/28/2023 AT 59,354.81 ACCRUALS

GROSS BENEFIT

118,709.62 1,187,096.20

DED: CNL

53,102.74

TOTAL CREDITS
TOTAL DEDUCTIONS NET BENEFIT

0.00 53,102.7¢ 1,133,993.4¢

V. PENSION TO START ON 03/01/2023 AT P 59,354.81 , IF LIVING.

CERTIFIED CORRECT :

Marvin H. Mercado CLAIMS PROCESSOR

JENIFER MIRANDA STAFF OFFICER III-EO HEAD RECOMMENDING APPROVAL :

MARIEL C. ACLAN OFFICER I/II

APPROVED : FOR THE PRESIDENT

& GENERAL MANAGER :

POST-AUDITED

: : 230001168916 : 02/09/2023

DATE

MANAGER

AUDITOR'S REPRESENTATIVE

GOVERNMENT SERVICE INSURANCE S BATANGAS

BATANGAS RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS & DEDUCTIONS

		DESCRIPTION	CREDIT	DEDUCTION	BALANCE
PREMS	:	PS PPEMIUMS GS PREMIUMS INTEREST ON PREMIUMS EXCESS PREMIUMS (PS) EXCESS PREMIUMS (GS)	0.00 0.00 0.00 0.00		
ELA	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.00 0.00 0.00	0.00
		INTEREST CREDIT ELARI BENEFIT ELARI PREMIUM REFUND ELARI BALANCE	0.00	0.00	
EL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE INTEREST CREDIT ELRI BENEFIT	0.00	0.00	0.00
		ELRI PREMIUM REFUND ELRI BALANCE	0.00	0.00	
SL	*	EXCESS PYMT/BALANCE INTEREST SURCHARGE INTEREST CREDIT	0.00	0.00	0.00
		SLRI BENEFIT SLRI PREMIUM REFUND SLRI BALANCE	0.00	0.00	
SOS/CNL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE SOS/CONSO RI BENEFIT	0.00	53,102.74 0.00 0.00	53,102.74
		SOS/CONSO PREMIUM REFUND ACCRUED INTEREST CURRENT INTEREST SOS/CONSO RI BALANCE	0.00	0.00	
CA/ECAP	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE INTEREST DISCOUNT CARI BENEFIT CARI PREMIUM REFUND	0.00	0.00	0.00
REL/LCH		CA RI BALANCE ARREARS	0.00	0.00	0.00
EAL	:	BALANCE INTEREST SURCHARGE		0.00	0.00
II D		EAL RI BALANCE EAL RI BALANCE	0.00	0.00	0.00
HLP	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE RI BENEFIT RI PREMIUM REFUND	0.00	0.00	0.00
PEN	:	RI BALANCE EXCESS PYMT/BALANCE INTEREST SURCHARGE		0.00 0.00 0.00 0.00	0.00
		RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	
PEL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE RI BENEFIT	0.00	0.00	0.00
		RI PREMIUM REFUND RI BALANCE	0.00	0.00	0.00
GFL	:	EXCESS PYMT/BALANCE INTEREST	0.00	0.00	0.00

GOVERNMENT SERVICE INSURANCE SYSTEM

BATANGAS

RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS & DEDUCTIONS

			THE THE	DEDUCTION	BALANCE
		DESCRIPTION	CREDIT	0.00	
PRD	4 8	SURCHARGE RI BENEFIT RI PREMIUM REFUND RI BALANCE EXCESS PYMT/BALANCE INTEREST	0.00	0.00 0.00 0.00 0.00	0.00
		SURCHARGE RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	0.00
MPL	:	EXCESS PYMT/BALANCE		0.00	
		SURCHARGE RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	0.00
CPL	:	EXCESS PYMT/BALANCE INTEREST		0.00	
		SURCHARGE RI BENEFIT RI PREMIUM REFUND	0.00	0.00	0.00
GEL	:	RI BALANCE EXCESS PYMT/BALANCE INTEREST	0.00	0.00	
		SURCHARGE RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	
-		OTHER CREDITS 1	0.00	2.00	0.00
		OTHER CREDITS 2		0.00	0.00 53,102.7
	T O *	OTHER DEBITS 2 T A L S	0.00	53,102.74	JJ1 2 V 20 4 7

REPUBLIC OF THE PHILIPPINES GOVERNMENT SERVICE INSURANCE SYSTEM BATANGAS REGIONAL OFFICE ALANGILAN, BATANGAS CITY 4200

02/11/2023

MR./MS. LEO G. CAPON BRGY PASI I SOCORRO MINDORO ORIENTAL 5207 RETIREMENT NO.:RA 8291R0050021710 REF CLAIM NO.:RA 8291R00500217102200230207 BP NUMBER :2000905558

SIR/MADAM:

PLEASE BE INFORMED THAT YOUR APPLICATION FOR RETIREMENT UNDER RA 8291, EFFECTIVE 01/01/2023 AT AGE 60.00 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:

CASH PAYMENT - BASIC MONTHLY PENSION X EIGHTEEN (18) MONTHS & PENSION IMMEDIATELY UPON RETIREMENT 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,

COPY FURNISHED:

THE HEAD OF OFFICE DENR, PENRO CALAPAN SUQUI CALAPAN CITY ORIENTAL MINDORO 5200 04B PH

THE REGIONAL DIRECTOR CIVIL SERVICE COMMISSION QUEZON CITY

02/11/2023

GOVERNMENT SERVICE INSURANCE EM BATANGAS REGIONAL OFFICE ALANGILAN, BATANGAS CITY 4200 RETIREMENT BENEFIT VOUCHER

1

BP NUMBER : 2000905558 LEO G. CAPON BRGY PASI I SOCORRO MINDORO ORIENTAL

LAST EMPLOYER: DENR, PENRO CALAPAN SUQUI CALAPAN CITY ORIENTAL MINDORO 5200 04B PH

RET NO. : RA 8291R0050021710

REF CLAIM ID : RA 8291R0050021710220023020

DATE OF RETIREMENT : 01/01/2023

POLICY NO. : LP62090501149

PERIODS W/ PAID PREMIUMS : 33.60034142

FOR THE PAYMENT OF: RA - 8291 18MOS CP AND PENSION IMMEDIATELY

AGE: 60.00 18MOS CP FROM

01/01/2023 TO 06/30/2024 AT 59,354.81

1,068,386.58

ACCRUALS FROM

01/01/2023 TO 02/28/2023 AT 59,354.81

118,709.62

ADD:

LESS:

CNL

53,102.74

TOTAL DEDUCTION

NET PROCEEDS

53,102.74

1,133,993.46

NOTE: MONTHLY PENSION IN THE AMT OF P 59,354.81 TO RESUME ON 03/01/2023 IF LIVING.

PROCEEDS CREDITED TO:

NAME: LEO G CAPON

PRN: 230001168916

1,133,993.46

CERTIFIED CORRECT:

MARIEL C. ACLAN OFFICER III

APPROVED FOR

MANAGER

POST-AUDITED AND ALLOWED IN THE AMOUNT OF P 1,133,993.46 PRN: 230001168916 DATE: 02/09/2023

AUDITOR'S REPRESENTATIVE

AUDITOR

GOVERNMENT SERVICE INSURANCE EM BATANGAS REGIONAL OFFIC ALANGILAN, BATANGAS CITY 4200 RETIREMENT PROCEEDS DATA SHEET RA 8291

02/11/2023

BP NO : 2000905558
NAME : LEO G. CAPON
OFFICE : DENR, PENRO CALAPAN

SUQUI CALAPAN CITY ORIENTAL MINDORO 5200 04B PH

RET NO REF CLAIM NO.

POLICY NO.

: RA 8291R0050021710 : RA 8291R005002171022002302 : LP62090501149 : 62090501149 : BRGY PASI I SOCORRO MINDOR ID NO. MAIL/ADDR

ORIENTAL 5207

I. PARTICULARS:

ULARS:
DATE OF RETMNT : 01/01/2023
DATE OF BIRTH : 09/05/1962
AGE AT RET : 60.00

AGE AT RET

II. SERVICE : PPP

= 33.60034142 = 33.61021

Net TLS LWOP

III. COMPENSATION:

AMC RAMC

69,959.77 70,659.77

90% AMC : 62,963.79

IV. COMPUTATION OF PROCEEDS:
BMP : (0.025) (70,659.77) (33.60034142) = 59,354.81

FROM 01/01/2023 TO 06/30/2024 AT 59,354.81

1,068,386.58

FROM 01/01/2023 TO 02/28/2023 AT 59,354.81

ACCRUALS GROSS BENEFIT 118,709.6.

DED: CNL

53,102.74

TOTAL CREDITS
TOTAL DEDUCTIONS NET BENEFIT

0.00 53,102.7 1,133,993.4

V. PENSION TO START ON 03/01/2023 AT P 59,354.81 , IF LIVING.

CERTIFIED CORRECT :

Marvin H. Mercado CLA MS PROCESSOR

JENIFER MIRANDA STAFF OFFICER III-EO HEAD RECOMMENDING APPROVAL :

MARIEL C. ACLAN OFFICER I/II

APPROVED :

FOR THE PRESIDENT & GENERAL MANAGER : POST-AUDITED

PRN

DATE

: 230001168916 : 02/09/2023

AUDITOR'S REPRESENTATIVE

SLIVA

GOVERNMENT SERVICE INSURANCE SY BATANGAS

BATANGAS RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS & DEDUCTIONS

		DESCRIPTION	CREDIT	DEDUCTION	BALANCE
PREMS	. B	PS PREMIUMS GS PREMIUMS INTEREST ON PREMIUMS EXCESS PREMIUMS (PS) EXCESS PREMIUMS (GS)	0.00 0.00 0.00 0.00 0.00		
ELA	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE INTEREST CREDIT ELARI BENEFIT ELARI PREMIUM REFUND ELARI BALANCE	0.00 0.00 0.00 0.00	0.00	0.00
EL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE INTEREST CREDIT ELRI BENEFIT ELRI PREMIUM REFUND ELRI BALANCE	0.00 0.00 0.00 0.00	0.00	0.00
SL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE INTEREST CREDIT SLRI BENEFIT SLRI PREMIUM REFUND SLRI BALANCE	0.00 0.00 0.00 0.00	0.00	0.00
SOS/CNL	;	EXCESS PYMT/BALANCE INTEREST SURCHARGE SOS/CONSO RI BENEFIT SOS/CONSO PREMIUM REFUND ACCRUED INTEREST CURRENT INTEREST SOS/CONSO RI BALANCE	0.00	53,102.74 0.00 0.00 0.00 0.00 0.00	53,102.74
CA/ECAP	;	EXCESS PYMT/BALANCE INTEREST SURCHARGE INTEREST DISCOUNT CARI BENEFIT CARI PREMIUM REFUND CA RI BALANCE	0.00 0.00 0.00 0.00	0.00	0.00
EL/LCH	:	ARREARS	0.00		0.00
EAL	:	BALANCE INTEREST SURCHARGE EAL RI BALANCE EAL RI BALANCE	0.00	0.00	0.00
HLP	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	0.00
PEN	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE RI BENEFIT RI PREMIUM REFUND	0.00	0.00	0.00
PEL	:	RI BALANCE EXCESS PYMT/BALANCE INTEREST SURCHARGE RI BENEFIT RI PREMIUM REFUND	0.00	0.00	0.00
GFL	:	RI BALANCE EXCESS PYMT/BALANCE INTEREST	0.00	0.00	0.00

GOVERNMENT SERVICE INSURANCE SYS

BATANGAS RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS & DEDUCTIONS

		DESCRIPTION	CREDIT	DEDUCTION	BALANCE
egyppidelikari kirilgi egyppidelikari kirilgi egyppidelikari kirilgi egyppidelikari kirilgi egyppidelikari kir		SURCHARGE RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	
PRD	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.00 0.00 0.00	0.00
		RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	
MPL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.00	0.00
		RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	
CPL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.06 0.00 0.00	0.00
		RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	
GEL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.00 0.00 0.00	0.00
		RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	
	Audional consideration of the confidence	OTHER CREDITS 1 OTHER CREDITS 2 OTHER DEBITS 1 OTHER DEBITS 2	0.00	0.00	0.00 0.00 0.00 0.00
T	OT	A L S	0.00	53,102.74	53,102.7

REPUBLIC OF THE PHILIPPINES GOVERNMENT SERVICE INSURANCE SYSTEM BATANGAS REGIONAL OFFICE ALANGILAN, BATANGAS CITY 4200

02/11/2023

MR./MS. LEO G. CAPON BRGY PASI I SOCORRO MINDORO ORIENTAL 5207 RETIREMENT NO.:RA 8291R0050021710 REF CLAIM NO.:RA 8291R00500217102200230207 BP NUMBER :2000905558

SIR/MADAM:

PLEASE BE INFORMED THAT YOUR APPLICATION FOR RETIREMENT UNDER RA 8291, EFFECTIVE 01/01/2023 AT AGE 60.00 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.

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COPY FURNISHED:

THE HEAD OF OFFICE DENR, PENRO CALAPAN SUQUI CALAPAN CITY ORIENTAL MINDORO 5200 04B PH

THE REGIONAL DIRECTOR CIVIL SERVICE COMMISSION QUEZON CITY

GOVERNMENT SERVICE INSURANCE EM BATANGAS REGIONAL OFFICE ALANGILAN, BATANGAS CITY 4200

RETIREMENT BENEFIT VOUCHER

BP NUMBER : 2000905558 LEO G. CAPON BRGY PASI I SOCORRO MINDORO ORIENTAL

LAST EMPLOYER: DENR, PENRO CALAPAN SUQUI CALAPAN CITY ORIENTAL MINDORO 5200 04B PH

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PROCEEDS CREDITED TO:

NAME: LEO G CAPON

PRN: 230001168916

1,133,993.46

CERTIFIED CORRECT:

MARIEL C. ACLA ACLAN APPROVED FOR PAYMENT

MANAGER

90

POST-AUDITED AND ALLOWED IN THE AMOUNT OF P 1,133,993.46 PRN: 230001168916 DATE: 02/09/2023

AUDITOR

AUDITOR'S REPRESENTATIVE

GOVERNMENT SERVICE INSURANCE EM

BATANGAS REGIONAL OFFICE

ALANGILAN, BATANGAS CITY 4200 RETIREMENT PROCEEDS DATA SHEET

RA 8291

02/11/2023

BP NO : 2000905558 NAME : LEO G. CAPON OFFICE : DENR, PENRO CALAPAN

SUQUI CALAPAN CITY ORIENTAL MINDORO 5200 04B PH

RET NO REF CLAIM NO.

POLICY NO. ID NO.

> PPP Net TLS

LWOP

: RA 8291R0050021710 : RA 8291R005002171022002302 : LP62090501149 : 62090501149 : BRGY PASI I SOCORRO MINDOR MAIL/ADDR

ORIENTAL 5207

II. SERVICE :

I. PARTICULARS:

DATE OF RETMNT : 01/01/2023
DATE OF BIRTH : 09/05/1962
AGE AT RET : 60.00

III. COMPENSATION:

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69,959.77 70,659.77

90% AMC : 62,963.79

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FROM 01/01/2023 TO 02/28/2023 AT 59,354.81 ACCRUALS

GROSS BENEFIT

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DED: CNL

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TOTAL CREDITS
TOTAL DEDUCTIONS NET BENEFIT

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V. PENSION TO START ON 03/01/2023 AT P 59,354.81 , IF LIVING.

CERTIFIED CORRECT :

Marvin H. Mercado CLA MS PROCESSOR

JENIFER MIRANDA STAFF OFFICER III-EO HEAD RECOMMENDING APPROVAL :

MARIEL C. ACLAN OFFICER I/II

APPROVED : FOR THE PRESIDENT

& GENERAL MANAGER :

POST-AUDITED :

PRN

: 230001168916 : 02/09/2023

DATE

MANAGER

AUDITOR'S REPRESENTATIVE

GOVERNMENT SERVICE INSURANCE SY BATANGAS

RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS & DEDUCTIONS

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PREMS	:	PS PREMIUMS GS PREMIUMS INTEREST ON PREMIUMS EXCESS PREMIUMS (PS) EXCESS PREMIUMS (GS)	0.00 0.00 0.00 0.00 0.00		
ELA	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE INTEREST CREDIT ELARI BENEFIT ELARI PREMIUM REFUND ELARI BALANCE	0.00 0.00 0.00 0.00	0.00	0.00
EL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE INTEREST CREDIT ELRI BENEFIT	0.00	0.00 0.00 0.00	0.00
		ELRI PREMIUM REFUND ELRI BALANCE	0.00	0.00	
SL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.00 0.00 0.00	0.00
		INTEREST CREDIT SLRI BENEFIT SLRI PREMIUM REFUND SLRI BALANCE	0.00 0.00 0.00	0.00	
SOS/CNL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	53,102.74 0.00 0.00	53,102.74
		SOS/CONSO RI BENEFIT SOS/CONSO PREMIUM REFUND ACCRUED INTEREST CURRENT INTEREST SOS/CONSO RI BALANCE	0.00	0.00	
CA/ECAP	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE INTEREST DISCOUNT	0.00	0.00 0.00 0.00	0.00
		CARI BENEFIT CARI PREMIUM REFUND CA RI BALANCE	0.00	0.00	
REL/LCH	:	ARREARS	0.00		0.00
EAL	:	BALANCE INTEREST SURCHARGE	0.00	0.00 0.00 0.00	0.00
		EAL RI BALANCE EAL RI BALANCE	0.00	0.00	0.00
HLP	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE RI BENEFIT RI PREMIUM REFUND	0.00	0.00	0.00
PEN	:	RI BALANCE EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.00	0.00
		RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	
PEL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.00	0.00
		RI BENEFIT RI PREMIUM REFUND RI BALANCE	0.00	0.00	
GFL	:	EXCESS PYMT/BALANCE INTEREST	0.00	0.00	0.0

GOVERNMENT SERVICE INSURANCE SYS

BATANGAS RETIREMENT BENEFIT VOUCHER - BREAKDOWN OF CREDITS & DEDUCTIONS

	Company of the Compan	DESCRIPTION	CREDIT	DEDUCTION	BALANCE
Arragio de Villagia (a pri de Carragio)		SURCHARGE RI BENEFIT RI PREMIUM REFUND	0.00	0.00	
		RI BALANCE	0.00	0.00	
PRD	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.00 0.00 0.00	0.0
		RI BENEFIT	0.00		
		RI PREMIUM REFUND	0.00	0.00	
		RI BALANCE		0.00	0.0
MPL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.00	0.0
		RI BENEFIT	0.00		
		RI PREMIUM REFUND	0.00	0.00	
		RI BALANCE		0.00	0.0
CPL	:	EXCESS PYMT/BALANCE INTEREST SURCHARGE	0.00	0.00 0.00 0.00	0.0
		RI BENEFIT	0.00		
		RI PREMIUM REFUND	0.00	0.00	
		RI BALANCE	0.00	0.00	0.0
EL	:	EXCESS PYMT/BALANCE	0.00	0.00	0.1
		INTEREST SURCHARGE		0.00	
		RI BENEFIT	0.00		
		RI PREMIUM REFUND	0.00	0.00	
		RI BALANCE		0.00	
	tempo con complete come (p. exc.) of cerestal	OTHER CREDITS 1	0.00		0.0
		OTHER CREDITS 2	0.00		0.0
		OTHER DEBITS 1		0.00	0.0
		OTHER DEBITS 2		0.00	0.0
T	OT	A L S	0.00	53,102.74	53,102.7



Republic of the Philippines Provincial Environment and Natural Resources MIMAROPA Region

APPLICATION FOR LEAVE

1 0	FFICE/DEPARTMENT 2. NAM	F	(Last)	(First)	(Middle)	
1	ENR PENRO ORIENTAL MINDORO	L	CAPON	LEO	(whate)	G.
3. D	ATE OF FILLING 4. POSITION		DEV'T. MGT. OFFICER IV	5. SALARY PhP		
-	6. DETAILS C	OF APP	PLICATION			
6.A	TYPE OF LEAVE TO BE AVAILED OF	6.B	DETAILS OF LEAVE			
	Vacation Leave(Sec.51, Rule XVI, Omnibus Rules Implementing E.O. No. 292		In case of Vacation/Spec	ial Privilege Leave:		
	Mandatory/Forced Leave(Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292		☐ Within the Philippi			
	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		In case of Sick Leave:			- Committee of the Comm
	Paternity Leave (R.A. No. 8187/CSC MC No. 71, s. 1998, as amended		☐ In Hospital (Specify	/ Illness)		
	Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292			y Illness)		
			— Out ration (Specia	y IIII(233)	***************************************	-
	Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292		In Case of Special Leave	Renefits for Women:		**************************************
	10-Day VAWC Leave (RA No. 9262/CSC MC No 15, s. 2005			benefits for vvolneri.		
			(Specify littless)			-
	Special Leave Benefits for Women (RA No. 9710/CSC MC No. 25, s. 2010		6-14-14-14-14-14-14-14-14-14-14-14-14-14-			
			In case of Study Leave:			
	Adoptation Leave (RA No. 8552)		☐ Completion of Mas	stania Dagnas		
"	Adoptation Leave (RA No. 8002)		BAR/Board Examín	_		
			□ BAN/BOald Examili	lation neview	,5	
	Others:		Other purpose:			
	others.		☐ Monetization of Le	ana Cradita		
			☑ Terminal Leave	ave credits		
6.C	NUMBER OF WORKING DAYS APPLIED FOR	6.D	COMMUTATION	,		
0.0	TOTAL CONTROL OF TOTAL	0.0	☐ Not Requested			1 18
			☐ Requested			
1	INCLUSIVE DATES					
				gnathre of Applicant)		10
	7. DETAILS OF ACT	ION (ON APPLICATION			
7.A	CERTIFICATION OF LEAVE CREDITS	7.B				
	As of		For approval			
1	Vacation Leave Sick Leave		☐ For disapproval du	e to		
	Total Earned					
	Less this application				TOTAL AND THE RESERVE OF THE PERSON OF THE P	,
	East this approach					
	Balance					
	BUEŊÁ P. FLORIĎA			ALAN LAVALLE		
	Administrative Officer IV			OIC,PENRO		
7.C	APPROVED FOR:	7.D	DISAPPROVED DUE TO:			
	days with pay					
	days without pay		*****	1.		
	others (Specify)					-



Republic of the Philippines Provincial Environment and Natural Resources MIMAROPA Region

APPLICATION FOR LEAVE

1 0	FFICE/DEPARTMENT 2. NAME		(Last)	(First)	(Middle)					
	ENR PENRO ORIENTAL MINDORO		CAPON	LEO	(wildule)	G.				
DE	INT FLINTO ORIENTAL INIINDORO		CAFON	LEO		J.				
3. D/	ATE OF FILLING 4. POSITION		DEV'T. MGT. OFFICER IV	5. SALARY PhP						
	6. DETAILS OF APPLICATION									
6.A	TYPE OF LEAVE TO BE AVAILED OF	6.B	DETAILS OF LEAVE							
	Vacation Leave(Sec.51, Rule XVI, Omnibus Rules Implementing E.O. No. 292		In case of Vacation/Special	Privilege Leave:						
	Mandatory/Forced Leave(Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292		☐ Within the Philippine	s		-				
	Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292		☐ Abroad (Specify)							
	Maternity Leave (R.A. No. 11210/IRR issued by CSC, DOLE and SSS		In case of Sick Leave:							
	Paternity Leave (R.A. No. 8187/CSC MC No. 71, s. 1998, as amended		☐ In Hospital (Specify II	lness)						
	Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292		☐ Out Patient (Specify I	Ilness)	tal button of the state of the					
	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		In Case of Special Leave Be							
	10-Day VAWC Leave (RA No. 9262/CSC MC No 15, s. 2005		☐ (Specify Illness)							
	Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292		-							
	Special Leave Benefits for Women (RA No. 9710/CSC MC No. 25, s. 2010									
	Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012 as amended		In case of Study Leave:							
Ц	Adoptation Leave (RA No. 8552)		☐ Completion of Maste							
			☐ BAR/Board Examinat	ion Review						
	O46		011							
	Others:		Other purpose:	a Cuadita						
			☐ Monetization of Leav☑ Terminal Leave	e Credits						
6.C	NUMBER OF WORKING DAYS APPLIED FOR	6.D	COMMUTATION .							
			☐ Not Requested							
			Requested							
	INCLUSIVE DATES									
			Vsian	ture of Applicant)						
_	7. DETAILS OF ACTION	ON C		ature of Applicant)						
7.A	CERTIFICATION OF LEAVE CREDITS	7.B	RECOMMENDATION	\						
	As of		☐ For approval							
	Vacation Leave Sick Leave		☐ For disapproval due t	0						
	Total Earned									
	Less this application					NATIONAL STATE OF THE STATE OF				
	Balance			-						
	BUENA P. FLORIDA			1001/1001						
			A	LANK VALLE OIC, PENRO						
	Administrative Officer IV			OIC,PENKO						
7.C	APPROVED FOR: days with pay	7.D	DISAPPROVED DUE TO:							
	days with pay									
	others (Specify)		***************************************							
-		-								

Civil Service Form No. 6 Revised 2020



Republic of the Philippines Provincial Environment and Natural Resources MIMAROPA Region

APPLICATION FOR LEAVE

1. C	OFFICE/DEPARTMENT 2. NAME		(Last)	(First)	(Middle)	
DI	ENR PENRO ORIENTAL MINDORO		CAPON	LEO		G.
3. D	ATE OF FILLING 4. POSITION		DEV'T. MGT. OFFICER IV	5. SALARY PhP		
	6. DETAILS OF	APP	LICATION			
6.A	TYPE OF LEAVE TO BE AVAILED OF	6.B	DETAILS OF LEAVE			
	Vacation Leave(Sec.51, Rule XVI, Omnibus Rules Implementing E.O. No. 292		In case of Vacation/Specia	l Privilege Leave:		
	Mandatory/Forced Leave(Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292		☐ Within the Philippin			
	Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292		☐ Abroad (Specify)			
	Maternity Leave (R.A. No. 11210/IRR issued by CSC, DOLE and SSS		In case of Sick Leave:			
	Paternity Leave (R.A. No. 8187/CSC MC No. 71, s. 1998, as amended		☐ In Hospital (Specify	Illness)		-
	Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292			Illness)		
	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		In Case of Special Leave E	Benefits for Women:		
	10-Day VAWC Leave (RA No. 9262/CSC MC No 15, s. 2005		☐ (Specify Illness)			
	Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292					
	Special Leave Benefits for Women (RA No. 9710/CSC MC No. 25, s. 2010					
	Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012 as amended		In case of Study Leave:			
ΙЦ	Adoptation Leave (RA No. 8552)		Completion of Mast			
			☐ BAR/Board Examina	tion Review		
	Others:		Other purpose:			
			☐ Monetization of Lea	ve Credits		
6.C	NUMBER OF WORKING DAYS APPLIED FOR	6.D	☐ Terminal Leave			·
U.C	NOMBER OF WORKING DATS AFFELED FOR	0.0	☐ Not Requested	1		
			☐ Requested	\sim		
	INCLUSIVE DATES					
		1				
-				ature of Applicant)		
	7. DETAILS OF ACTIO					
7.A	CERTIFICATION OF LEAVE CREDITS	7.B	RECOMMENDATION	V		
	As of		☐ For approval			
	Vacation Leave Sick Leave		☐ For disapproval due	to	**************************************	
	Total Earned					
	Less this application					
	Balance					
	Bulunce			$\overline{}$		
				(1)		
	BUENA P. FLORIDA			NIANIANIE		
	Administrative Officer IV		•	ØIC,PENRO		
		<u> </u>		ØIC,PENKO		
7.C	APPROVED FOR: days with pay	7.D	DISAPPROVED DUE TO:			
	days with pay					_
	others (Specify)					

Promulgated on January 23, 2015 Per CSC Resolution No. 1500088 Revised as of January 2015

SWORN STATEMENT OF ASSETS, LIABILITIES AND NET WORTH

(81	(Required by R.A. 67	
2022	As of December 31,	7

əldbəilqqA toV 🛕	gniliA staraqs2 🗖	gniliA inioU 🗖	
file the required statements jointly or separately.	กิชนเ รออกิดุสนเอ pup spipistfo	oildug Atod one odw oliw bna bna	Note: Husbe

X7/A7	7.7/AT		***	/ \ T	
A\N	A\N		V/	N	
3 5A	DATE OF BIRTH		ME	AN	
DECLARANT'S HOUSEH	OF AGE LIVING IN	(18) YEARS	EFOM EIGHLEEN	ED CHIPDEEN B	UNMARRII
			· · · · · · · · · · · · · · · · · · ·		
2/11					
u/s	OLLICE VDDKE22:				
e/u e/u e/u	OFFICE ADDRESS:	(.I.M)	(First Name)	(Family Name)	
r/u		.M. (.I.M)	(First Name)	ROVIRA-CAPON (Family Name)	SPOUSE:
e/u e/u	VGENCA\OLLICE:				:asuoas
e/u e/u	VGENCA\OLLICE:		WICHELLE	ROVIRA-CAPON	Address:
DRIENTAL MINDORO	POSITION:		WICHETTE WINDOKO	ORIENTAL ORIENTAL	ADDRESS:

ASSETS, LIABILITIES AND NETWORTH

years of age living in declarant's household) (Including those of the spouse and unmarried children below eighteen (18)

I. ASSETS

3, ,/

Real Properties*

290,000.00	btotal:	ng		—			
220,000.00	Purchased	2000	18.464.81	22,350.00	PASI I, SOCORRO	RESIDENTIAL	House
00.000,04	Purchased	2661	00.008,48	00.096,81	PASI I, SOCORRO	RESIDENTIAL	Lot
	MODE	YEAR		eT out m broot eA) or9 leaf Pro			
ACQUISITION COST	NOITISIU	до ∨	CURRENT VALUE	VALUE	EXACT	KIND (c.g. residential, commercial, industrial, agricultural and mixed use)	imbrosements) (c.g. lot, house and (c.g. lot, house and

b. Personal Properties*

ACQUISITION COST/AMOUNT	AEVE VCÓNIEED	DESCRIBLION
50,000,00	MOLTI-YEAR STARTING 1994	FURNITURE AND FIXTURES
00.000,00	WOLTI-YEAR STARTING 1994	ELECTRONIC DEVICES AND APPLIANCES
120,000.00	WOLTI-YEAR STARTING 1994	BYNK DEBOSIL
00.000,88	2012	LIFE PLAN (ST. PETER)
00.000,299	2016	20 SUZUKI ERTIGA 2015 MODEL WITH PLATE NUMBER NCH7895
00.000,199	: lstotdu2	

TOTAL ASSETS (a+b): 1,281,000.00

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

Mitulle Copen

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: CAPON LEO G. POSITION: DMO IV (Family Name) (First Name) (M.I.) AGENCY/OFFICE: DENR-CENRO Socorro ADDRESS: SOCORRO PASI I, OFFICE ADDRESS: Pasi II, Socorro ORIENTAL MINDORO ORIENTAL MINDORO SPOUSE: **ROVIRA-CAPON** MICHELLE POSITION: M. n/a (Family Name) (First Name) (M.I.) AGENCY/OFFICE: n/a OFFICE ADDRESS: n/a n/a

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

 NAME
 DATE OF BIRTH
 AGE

 N/A
 N/A
 N/A

ASSETS, LIABILITIES AND NETWORTH

(Including those of the spouse and unmarried children below eighteen (18) years of age living in declarant's household)

1. ASSETS

a. Real Properties*

DESCRIPTION (e.g. lot, house and lot, condominium and improvements)	KIND (e.g. residential, commercial, industrial, agricultural and mixed use)	EXACT LOCATION	ASSESSED VALUE	CURRENT FAIR MARKET VALUE	ACQ	UISITION	ACQUISITION COST
				ax Declaration of operty)	YEAR	MODE	
Lot	RESIDENTIAL	PASI I, SOCORRO	16,960.00	84,800.00	1997	Purchased	40,000.00
House	RESIDENTIAL	PASI I, SOCORRO	22,350.00	223,464.81	2000	Purchased	250,000.00

Subtotal:

290,000.00

b. Personal Properties*

DESCRIPTION	YEAR ACQUIRED	ACQUISITION COST/AMOUNT
FURNITURE AND FIXTURES	MULTI-YEAR STARTING 1994	50,000.00
ELECTRONIC DEVICES AND APPLIANCES	MULTI-YEAR STARTING 1994	60,000.00
BANK DEPOSIT	MULTI-YEAR STARTING 1994	150,000.00
LIFE PLAN (ST. PETER)	2015	66,000.00
SUZUKI ERTIGA 2015 MODEL WITH PLATE NUMBER NCH7895	2016	665,000.00

Subtotal: 991,000.00

TOTAL ASSETS (a+b): 1,281,000.00

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

Michelle Capan

PORMA BLG. 33 (Narebisa, 1998)



Republika ng Rilipinas Republic of the Philippines

Kagawaran ng Kapaligiran at Likas Yaman Department of Environment and Natural Resources

REHIYON BLG. 4B MIMAROPA

Region IV-B, MIMAROPA

1515 DENR By the Bay Building, Roxas Boulevard, Ermita, Marin

Ginoong/Gng./Bb.: Mr./Mrs./Ms.

LEO G. CAPON

Kayo ay nahin You are hereby appo	rang na_DEVELOP	MENT MANA	AGEMENT OFFICER IV (SG-22	<u>)</u> na
may katayuang	PERMANENTE	saDEN	R, REGION IV-B, MIMAROPA	
with a	Status	at the	(Agency)	
sa pasahod na FIVE) with a compensation rate of	HUNDRED ELEVEN 1	THOUSAND AND	DEIGHT HUNDRED TWENTY FOUR (Php 511,824.00)	<i>piso.</i>) pesos
Ito ay magkakabisa The effectivity date of this	sa petsa ng pagg appointment shall be the d	ranap ng tung ate of actual assump	kulin subali't di aaga sa petsa otion by the appointee but not earlier than the da	ng ng
pagpirma ng puno ng issuance of the appointment wh	g tanggapan o appo tich is the date of the signing	inting authorit of the appointing auth	y. nority.	
Ang appointment is	nent na ito ay	PROMOT (Original, Promotic		
<i>N/A</i>	na	N/A	24	. • •
1.1/2.2	who	(Transferred, Retire	at ayon sa Plane and in accordance with	tilya
Aytem Blg. 08	EC-DENRB-DMO4-71	-2014 Pahi	inaN/A	
Item No. (Under approved NO	OSCA s., 0002014-05	Pa	age	
APPROVED AS	PERMANENT:	Sun	nasainyo,	
$C_{\mathcal{S}}$			truly yours,	
JACINTO C. M. Director			panny	
Awtorisadong		OS	SEAR C. DOMINGUEZ	
Komisyon ng Ser		/0	IC, Regional Director MIMAROPA Region	
Authorized Official/Civil S	Service Commission		kg kg	
JAN 0 6 2	016		SEP 04 2015	
Petsa Date			Petsa ng Pagpirma Date of Signing	

PORMA BLG. 33 (Narebisa, 1998)



Republika ng Rilipinas Republic of the Philippines

Kagawaran ng Kapaligiran at Likas Yaman Department of Environment and Natural Resources

REHIYON BLG. 4B MIMAROPA Region IV-B, MIMAROPA

1515 DENR By the Bay Building, Roxas Boulevard, Ermita, Marillo

Ginoong/Gng./Bb.: Mr./Mrs./Ms.

Date

LEO G. CAPON

Kayo ay nahiran You are hereby appoin	ng na_DEVELOP	MENT MA	NAGEMENT OFFICER IV (SG-22)	na
may katayuang	PERMANENTE	sa DI	ENR, REGION IV-B, MIMAROPA	
with a	Status	at the	(Agency)	
sa pasahod na FIVE HI	UNDRED ELEVEN T	THOUSAND A	AND EIGHT HUNDRED TWENTY FOUR pis	
with a compensation rate of			(Php 511,824.00) per	
Ito ay magkakabisa sa The effectivity date of this app	a petsa ng pagg pointment shall be the d	ranap ng tu ate of actual ass	angkulin subali't di aaga sa petsa n sumption by the appointee but not earlier than the date	g of
pagpirma ng puno ng i issuance of the appointment which	tanggapan o appo	inting author of the appointing	authority.	
Ang appointme	nt na ito av	PROM	OTION bilang kapalit r	
This appointment is		(Original, Pror		11
<i>N</i> /A	na	N/2	A at ayon sa Plantily	73
	who	(Transferred, R	Retired, etc.) and in accordance with	
Aytem Blg. OSE	C-DENRB-DMO4-71	-2014 P	PahinaN/A	
Item No. (Under approved NOS)	CA s., 0002014-05	5-126)	Page	
APPROVED AS PE			Sumasainyo,	
GI	h	V	ery truly yours,	
JACINTO C. MAT Director II	EO III		paning	
	niera I		OSCAR C. DOMINGUEZ	
Awtorisadong O			OIC, Regional Director	
Komisyon ng Serbis Authorized Official/Civil Ser	vice Commission		MIMAROPA Region	
JAN 0 6 201	6	4.	SEP 04 2015	
Petsa		_	Petsa ng Pagpirma	

Date of Signing

NOTICE OF SALARY ADJUSTMENT

DATE: February 2, 2022

MR. LEO G. CAPON **DENR-CENRO Socorro** Pasi II, Socorro, Oriental Mindoro

Sir:

Pursuant to National Budget Circular No. 588 dated January 03, 2022, implementing Republic Act No. 11466 dated July 22, 2019, your salary is hereby adjusted effective January 01, 2022, as follows:

> 1. Adjusted monthly basic salary effective January 01, 2022, under the new Salary Schedule; SG: 22 Step: 03

PhP 72,113.00

2. Actual monthly salary as of December 31, 2021;

22

Step: 03

PhP

70,565.00

3. Monthly salary adjustment, effective January 01, 2022, (1-2)

PhP

1,548.00

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

Very truly yours,

DONNA MAYOR-GORDOVE, CESO IV

Assistant Regional Director or Management Services

Position Title: Development Management Officer IV

Salary Grade:

22

Item No./Unique Item No., FY 2021 Personal Services Itemization

And/or Plantilla of Personnel: OSEC-DENRB-DMO4-71-2014

Copy furnished: GSIS

NOTICE OF SALARY ADJUSTMENT

DATE: February 2, 2022

MR. LEO G. CAPON **DENR-CENRO Socorro** Pasi II, Socorro, Oriental Mindoro

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PhP 72,113.00

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Step: 03

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3. Monthly salary adjustment, effective January 01, 2022, (1-2)

PhP

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Very truly yours,

DONNA MAYOR-GORDOVE, CESO IV

Assistant Regional Director or Management Services

Position Title: Development Management Officer IV

Salary Grade:

Item No./Unique Item No., FY 2021 Personal Services Itemization

And/or Plantilla of Personnel: OSEC-DENRB-DMO4-71-2014

Copy furnished: GSIS

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DATE: February 2, 2022

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PhP 72,113.00

2. Actual monthly salary as of December 31, 2021;

Step: 03

PhP

70,565.00

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PhP

1,548.00

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Assistant Regional Director or Management Services

Position Title: Development Management Officer IV

Salary Grade:

Item No./Unique Item No., FY 2021 Personal Services Itemization

And/or Plantilla of Personnel: OSEC-DENRB-DMO4-71-2014

Copy furnished: GSIS

I PURPOSE				
			DEC 1 5 2022	1
			Date of Application	
TO: DENR-PENRO ORIENTAL MINDO				
I hereby apply for clearance from n Purpose: □ Transfer □ I	noney, property Resignation		k-related accountabilities for: Mode of Separation:	
	_eave		se specify:	
Effectivity/Inclusive Period:	ary 1, 2023			
Office of Assignment DENR CENRO Socorro, Or	iental Mindoro			_
			LEO G. CAPON	1
Position/SG/Step: DEVELOPMENT MGT. OFFICER	IV/SG 22/S3		Name and Signature of Emp	loyee
II CLEARANCE FROM WORK-RELATED				
I hereby certify that this applicant is cle	eared of work-re	elated ac	countabilities from this Unit/Office/De	ept.
	MARICI	L v. su	PLEO	
-	Chief, Manager			
III CLEARANCE FROM MONEY AND PRO	PERTY ACCO	UNTABIL	ITIES	
Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
1. Administration Sector			+	
			(1)	
a General Services Unit			NESTORW CUASAY DMO IV/In-charge, GSS	\ \mu
			NOEME P. ALCANCIA	
b Records Unit			In-charge, General Records Unit	Auto Sear
c Personnel Unit			BUENA P. FLORIDA Administrative Officer IV	4
2. Finance and Assets Management	1		, administrative of the second	
			1	
a Financial Services	~		-	
a r manotar corvioso				
b Transaction, Processing & Billing Services			MARICEL V. SUPLEO PENRO Accountant	Mora
c Payroll & Remittance Services]	
4. Professional and Institutional Developme	∍nt			
			MYLA GEMMA P. GAMBOA	00 /
a DENR Foreign and Scholarship Services IV CERTIFICATION OF NO PENDING ADM	MNISTRATIVE	CASE	Forest Tech. II/HRD Officer	
TO TENTIFICATION OF NO PENDING ADM	MINISTRATIVE	CASE.		
			MARICEL V. SUPLEO	Story
a Internal Affairs Office/Legal Affairs Office			Chief, Management Services Division	[[way
with pending administrative	•		•	
with ongoing investigation	(no iormai charg	e yet)		
V CERTIFICATION)	
		(//	/	
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		DEC 1 5 2022 Date of Application	
			AND THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS
		Date of Application	
			11 2 1 2 1
	and work	-related accountabilities for:	
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lindoro		LEON TARROW	
2/53			oyee
of work-re	elated ac	countabilities from this Unit/Office/De	pt.
MADINE	PV SIII	DI EO	

Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
		NESTOR N. CUASAY DMO IV/In-Charge, GSS	
•		NOEME P. ALCANCIA In-charge,General Records Unit	paleasea
		BUENA P. FLORIDA Administrative Officer IV	4
		1	
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,		- MARICEL V. SUPLEO PENRO Accountant	lun
			1
		MYLA GEMMA P. GAMBOA Forest Tech. II/HRD Officer	
RATIVE	CASE:		
		MARICEL V. SUPLEO Chief, Management Services Division	
	e yet)		4 7
/	,	LLE	
	MARICE Manager TY ACCOL Cleared	ALANA. A	Alindoro 2/s3 Name and Signature of Employment Services Division WARICEL V. SUPLEO Management Services Division Y ACCOUNTABILITIES Cleared Not Cleared Name of Clearing Officer/Official NESTOR N. CUASAY DMO IV/In-Charge, GSS NOEME P. ALCANCIA In-charge, General Records Unit BUENA P. FLORIDA Administrative Officer IV MARICEL V. SUPLEO PENRO Accountant MYLA GEMMA P. GAMBOA Forest Tech. II/HRD Officer TRATIVE CASE: MARICEL V. SUPLEO Chief, Management Services Division mal charge yet)

I PURPOSE					
I FORPOSE		NATIONAL AND DESCRIPTION OF STREET		DEO	
				DEC 1 5 2022	
				Date of Application	
TO: <u>DENR-PENRO ORIENTAL MINDORO</u>			,		
I hereby apply for clearance from money,					
Purpose: ☐ Transfer ☐ Resigna Retirement ☐ Leave	ation			ode of Separation: pecify:	
Effectivity/Inclusive Period: January 1, 20	22	1 1000		, posity.	
Effectivity/filclusive Feffou	25			—	
Office of Assignment DENR CENRO Socorro, Oriental M	indoro				
Desilies (OO (O) PENTIOPMENT MOT OFFICER IN (CO 22	les.		"	LEO G APON	
Position/SG/Step: DEVELOPMENT MGT. OFFICER IV/SG 22	./53	TOTAL MANAGEMENT NAMED TOTAL		Name and Signature of Emp	loyee
II CLEARANCE FROM WORK-RELATED ACCO					
I hereby certify that this applicant is cleared o	f work-re	elated ac	cou	ntabilities from this Unit/ o ffice/De	ept.
	MIL	7			
-		L V. SU	-		
				es Division	
III CLEARANCE FROM MONEY AND PROPERT		Not			
Name of Unit/Office/Department	Cleared	Cleared	ľ	lame of Clearing Officer/Official	Signature
1. Administration Sector					
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a Canaval Saminas Hait			4	NESTOR N. CUASAY	(4.)
a General Services Unit		10. 10.11	-	DMO IV/In-Charge, GSS	y y y
b Records Unit	**			NOEME P. ALCANCIA In-charge, General Records Unit	paleatera
				BUENA P. FLORIDA	
c Personnel Unit				Administrative Officer IV	4
Finance and Assets Management					
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a Financial Services	11				
a Filialicial Services			+		10
	,		+	MARICEL V. SUPLEO	1 Sugni
b Transaction, Processing & Billing Services			+	PENRO Accountant	/
	**				
c Payroll & Remittance Services			٦		
4. Professional and Institutional Development	r —	I			T
				MYLA GEMMA P. GAMBOA	
a DENR Foreign and Scholarship Services	DATINE.	0405	_	Forest Tech. II/HRD Officer	
IV CERTIFICATION OF NO PENDING ADMINIST	RATIVE	CASE:	_		
5 145 1959 5					×
a Internal Affairs Office/Legal Affairs Office			*	MARICEL V. SUPLEO Chief, Management Services Division	
with pending administrative case	11	A	burneweek		
with ongoing investigation (no for	 mal chard	e vet)		•	
V CERTIFICATION	3	A STATE OF THE PARTY OF THE PAR	(Samuel		
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			Date of Application	
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Effectivity/Inclusive Period: January 01, 2	2023			
ce of Assignment: CENRO-SOCORRO ORIENTAL I DEVELOPMENT MANAGEMENT OFFICER IV/SG-22		SOATURE PORTER TO SEE	Name and Signature of Employe	ee
CLEARANCE FROM WORK-RELATED ACCOUNT I hereby certify that this applicant is cleared of v	work-relate	d accoun	tabilities from this Unit/Office/Dept.	
I hereby certify that this applicant is cleared of	001	N N ()		
	RODELY	WBOXE	E5	
	Immediate	e Supervi	isor	
CLEARANCE FROM MONEY AND PROPERTY	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
Name of Unit/Office/Department			8 - 2756	
Administration Sector	1		ADRIAN V. CATUD Forest Tech. I/In-Charge, GSS	Acalud.
a. General Services Unit	+		MARJORIE JOYCE S. ACUZAR Admin. Officer I/Records Officer	9/1
b. Records Unit	+		The second of the Salation A	
	1		RAYSON C. ALFANTE ECOMS I/Chief, Administrative, Planning & Management Support Section	genym
c. Personnel Unit V CERTIFICATION OF NO PENDING ADMINIST	RATIVE C	ASE:		1
	/		RAYSON C. ALFANTE ECOMS I/Chief, Administrative, Planning & Management Support Section	general
a. Internal Affairs Office/Legal Affairs Office	250			
with pending administrative ca with ongoing investigation (no	o formal cha	arge yet)		
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VIOLICITION				
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	DE112 2511				Date of Application	
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	Purpose:	oly for clearance from money, pro ☐ Transfer ☐ Resign			Mode of Separation:	
	Fulpose.	✓ Retirement ☐ Leave	auon		e specify:	
	Effectivity/In	clusive Period: January 01,	2023			
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Office o	f Assignment:	CENRO-SOCORRO ORIENTAL		0		
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PER PER AL CASE PROPERTY OF	/SG/Step:	OFFICER IV/SG-22			Name and Signature of Empl	ayee
		M WORK-RELATED ACCOUN		THE RESERVE THE PERSON NAMED IN COLUMN TWO I		
	hereby certify t	hat this applicant is cleared of $$ v	vork-relat	ed accou	ntabilities from this Unit/Office/Dept.	
				Ma How	FO	
				te Super		
III CL	FARANCE FRO	OM MONEY AND PROPERTY A				
		t/Office/Department	Cleared	Not	Name of Clearing Officer/Official	Signature
4 0 1			Cleared	Cleared	Name of Cleaning Officer/Official	Signature
1. Adi	ministration Sec	tor	I	Ι		
			1		ADRIAN V. CATUD	hadened!
a. 0	General Services	Unit	_		Forest Tech. I/In-Charge, GSS	ACCOUNT.
						N/V
b.F	Records Unit				MARJORIE JOYCE S. ACUZAR Admin. Officer I/Records Officer	Y
	1000100 01111				Admin. Officer procords officer	\mathcal{A}
					RAYSON C. ALFANTE	
			-		ECOMS I/Chief, Administrative, Planning &	genym
	Personnel Unit	OF NO DENDING ADMINISTRA	TIVE	CF.	Management Support Section	/ /
IV CE	RIFICATION	OF NO PENDING ADMINISTRA	ATIVE CA	SE:		
					RAYSON C. ALFANTE	gerafar
a. I	nternal Affairs O	ffice/Legal Affairs Office			ECOMS I/Chief, Administrative, Planning & Management Support Section	
		with pending administrative case				
		with ongoing investigation (no for	mal charg	je yet)		
V CE	RTIFICAT	ION				
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I PURPOSE							
FORFOSE				DEC - 4 coop			
				DEC _{0 1} 2022			
TO: DENR-PENRO	ORIENTAL MINDORO			Date of Application			
-		operty an	d work-re	lated accountabilities for			
	I hereby apply for clearance from money, property and work-related accountabilities for: Purpose: □, Transfer □ Resignation □ Other Mode of Separation:						
	Retirement			e specify:			
Effectivity/Inclus	sive Period: January 01,	2023		-			
DI	ENRO-SOCORRO ORIENTAL EVELOPMENT MANAGEMEN FFICER IV/SG-22	-	o 	LEO G. CAPON Name and Signature of Empl	Ovee		
		ITADII IT		rvalidatid vigitation of Empl	oyec		
	WORK-RELATED ACCOUNT this applicant is cleared of w		and the second second second second second second	ntabilities from this Unit/Office/Dept.			
Thoroby certify that	this applicant is dicared of V	NOI K-1 CIQU	Y Y	mabilities from this office/Dept.			
		RODEL	M. BOY	ES			
		Immedia	te Super	risor			
III CLEARANCE FROM	MONEY AND PROPERTY A	COUN	TABILITI	ES			
Name of Unit/O	ffice/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature		
1. Administration Sector							
a. General Services Un	it	/		ADRIAN V. CATUD Forest Tech. I/In-Charge, GSS	deathor		
b. Records Unit		/		MARJORIE JOYCE S. ACUZAR Admin. Officer I/Records Officer			
c. Personnel Unit		/		RAYSON C. ALFANTE ECOMS I/Chief, Administrative, Planning & Management Support Section	geargan		
IV CERTIFICATION OF	NO PENDING ADMINISTRA	TIVE CA	SE:				
				RAYSON C. ALFANTE	garpin		
a. Internal Affairs Office	e/Legal Affairs Office			ECOMS I/Chief, Administrative, Planning & Management Support Section			
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I PURPOSE							
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TO: DENR-PENRO ORIENTAL MINDORO			Date of Application	, i			
	operty an	d work-re	lated accountabilities for:				
Purpose: □/Transfer □ Resign	I hereby apply for clearance from money, property and work-related accountabilities for: Purpose: □, Transfer □ Resignation □ Other Mode of Separation:						
Retirement Leave			e specify:				
Effectivity/Inclusive Period: January 01,	2023						
	,		N				
Office of Assignment: CENRO-SOCORRO ORIENTAL	MINIDORO	2					
DEVELOPMENT MANAGEMEN		Ĭ	LEG C. VAPON	->			
Position/SG/Step: OFFICER IV/SG-22			Name and Signature of Empl	ovee			
II CLEARANCE FROM WORK-RELATED ACCOUN	דו ווכיאדי	TEC .		9,00			
I hereby certify that this applicant is cleared of v			ntabilities from this Unit/Office/Dent				
Thereby certify that this applicant is cleared or y	NOI N-I GIGI	N V	mabilities from this officeringerbept.	A			
	RODEL	M. BOY	ES				
	Immedia	te Super	risor				
III CLEARANCE FROM MONEY AND PROPERTY A	COUN.	TABILITI	ES				
Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature			
Administration Sector							
				4-0			
a. General Services Unit	/		ADRIAN V. CATUD Forest Tech. I/In-Charge, GSS	Joanna			
d. Conordi Convicto Cint			Totest Teon. I/III-onarge, 600	M			
			MARJORIE JOYCE S. ACUZAR				
b. Records Unit	/		Admin. Officer I/Records Officer	YV			
	/		RAYSON C. ALFANTE ECOMS I/Chief, Administrative, Planning &	Quage. N			
c. Personnel Unit			Management Support Section				
IV CERTIFICATION OF NO PENDING ADMINISTRA	TIVE CA	SE:					
			RAYSON C. ALFANTE	gestam			
a. Internal Affairs Office/Legal Affairs Office			ECOMS I/Chief, Administrative, Planning & Management Support Section				
with pending administrative case							
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Republic of the Philippines Department of Environment and Natural Resources

MIMAROPA Region

Suqui, Calapan City, Oriental Mindoro

SERVICE RECORD

(To be accomplished by Employee)

NAME:	LEO	G.	CAPON	(If married woman also full
	(Name)	(M.I.)	(Surname)	maiden name)
BIRTH:	September 05, 1962		Davao del Norte	(Date herein should be checked
	(Date)		(Place)	from birth or baptismal certificate
	(200)		(* 1800)	or other reliable documents).

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

	VICE	RECORD OF APPOINTMENT		OFFICE			SEPAR	ATION	
Inclusiv	e Dates	Position/Designation	Status	Salary	Entity or Division	Branch	L/V	Date	Cause
From	То	rosition/Designation	Status	per annum	Place of Assignment	Branch	ABS w/o pay	Date	Cause
05-22-89	06-30-89	Forester	Prob.	21,336.00	DENR-PENRO Or. Mdo.	National	None		
07-01-89	11-29-89	Forester I	-do-	39,708.00	-do-	-do-	-do-		
11-30-89	05-21-92	-do-	Perm.	39,708.00	-do-	-do-	-do-		
05-22-92	12-31-93	-do-	-do-	40,104.00	-do-	-do-	-do-		
01-01-94	12-31-94	-do-	-do-	48,504.00	-do-	-do-	-do-		
01-01-95	05-21-95	-do-	-do-	60,504.00	-do-	-do-	-do-		
05-22-95	12-31-95	-do-	-do-	60,900.00	-do-	-do-	-do-		
01-01-96	12-31-96	-do-	-do-	75,708.00	-do-	-do-	-do-		
01-01-97	10-31-97	-do-	-do-	95,352.00	-do-	-do-	-do-		
11-01-97	05-21-98	-do-	-do-	114,996.00	-do-	-do-	-do-		
05-22-98	12-31-99	-do-	-do-	117,864.00	-do-	-do-	-do-		
01-01-00	05-21-01	-do-	-do-	129,648.00	-do-	-do-	-do-		
05-22-01	06-30-01	-do-	-do-	132,900.00	-do-	-do-	-do-		
07-01-01	01-01-03	-do-	-do-	139,548.00	-do-	-do-	-do-		
01-02-03	01-01-06	Eco. Mgt Specialist II	-do-	159,600.00	-do-	-do-	-do-		
01-02-06	06-30-07	-do-	-do-	163,584.00	-do-	-do-	-do-		
07-01-07	06-30-08	-do-	-do-	179,940.00	-do-	-do-	-do-		
07-01-08	01-01-09	-do-	-do-	197,928.00	-do-	-do-	-do-		
01-02-09	06-30-09	-do-	-do-	202,884.00	-do-	-do-	-do-		
07-01-09	06-23-10	-do-	-do-	228,480.00	-do-	-do-	-do-		
06-24-10	05-31-11	-do-	-do-	254,064.00	-do-	-do-	-do-		
06-01-11	01-01-12	-do-	-do-	279,660.00	-do-	-do-	-do-		
01-02-12	05-31-12	-do-	-do-	283,452.00	-do-	-do-	-do-		
06-01-12	12-15-14	-do-	-do-	308,616.00	-do-	-do-	-do-		
12-16-14	01-01-15	-do-	-do-	312,000.00	-do-	-do-	-do-		
01-02-15	09-03-15	-do-	-do-	315,432.00	-do-	-do-	-do-		
09-04-15	12-31-15	Dev't. Mgt. Officer IV	-do-	511,824.00	-do-	-do-	-do-		
01-01-16	12-31-16	-do-	-do-	569,376.00	-do-	-do-	-do-		
01-01-17	12-31-17	-do-	-do-	633,396.00	-do-	-do-	-do-		
01-01-18	09-03-18	-do-	-do-	704,604.00	-do-	-do-	-do-		
09-04-18	12-31-18	-do-	-do-	715,164.00	-do-	-do-	-do-		
01-01-19	12-31-19	-do-	-do-	796,620.00	-do-	-do-	-do-		
01-01-20	12-31-20	-do-	-do-	815,196.00	-do-	-do-	-do-		
01-01-21	09-03-21	-do-	-do-	833,772.00	-do-	-do-	-do-		
09-04-21	12-31-21	-do-	-do-	846,780.00	-do-	-do-	-do-		Opt.
01-01-22	12-31-22	-do-	-do-	865,356.00	-do-	-do-	-do-	01-01-23	Retiremen

NOTE: This certification is issued upon the request of Mr. Capon for whatever legal purpose it may serve him.

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.

CERTIFIED CORRECT:

January 3, 2023	MARICEL V. SUPLEO			
Date	Chief, Mgt. Services Division			



Republic of the Philippines Department of Environment and Natural Resources

MIMAROPA Region

Suqui, Calapan City, Oriental Mindoro

SERVICE RECORD

(To be accomplished by Employee)

NAME:	LEO	G.	CAPON	(If	married	woman	also	full
	(Name)	(M.I.)	(Surname)	ma	iden name)			
BIRTH:	September 05, 1962		Davao del Norte	,	(Date herein should be			
	(Date)		(Place)	from birth or baptismal certificate				
(- """)			ζ,	or other reliable documents).				

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

SER	VICE	RECORD OF AI	POINT	MENT	OFFIC	E		SEPAR	SEPARATION	
Inclusiv	e Dates	Position/Designation	Status	Salary	Entity or Division	Branch	L/V	Doto	Cause	
From	To	Position/Designation	Status	per annum	Place of Assignment	Branch	ABS w/o pay	Date	Cause	
05-22-89	06-30-89	Forester	Prob.	21,336.00	DENR-PENRO Or. Mdo.	National	None			
07-01-89	11-29-89	Forester I	-do-	39,708.00	-do-	-do-	-do-			
11-30-89	05-21-92	-do-	Perm.	39,708.00	-do-	-do-	-do-			
05-22-92	12-31-93	-do-	-do-	40,104.00	-do-	-do-	-do-			
01-01-94	12-31-94	-do-	-do-	48,504.00	-do-	-do-	-do-			
01-01-95	05-21-95	-do-	-do-	60,504.00	-do-	-do-	-do-			
05-22-95	12-31-95	-do-	-do-	60,900.00	-do-	-do-	-do-			
01-01-96	12-31-96	-do-	-do-	75,708.00	-do-	-do-	-do-			
01-01-97	10-31-97	-do-	-do-	95,352.00	-do-	-do-	-do-			
11-01-97	05-21-98	-do-	-do-	114,996.00	-do-	-do-	-do-			
05-22-98	12-31-99	-do-	-do-	117,864.00	-do-	-do-	-do-			
01-01-00	05-21-01	-do-	-do-	129,648.00	-do-	-do-	-do-			
05-22-01	06-30-01	-do-	-do-	132,900.00	-do-	-do-	-do-			
07-01-01	01-01-03	-do-	-do-	139,548.00	-do-	-do-	-do-			
01-02-03	01-01-06	Eco. Mgt Specialist II	-do-	159,600.00	-do-	-do-	-do-			
01-02-06	06-30-07	-do-	-do-	163,584.00	-do-	-do-	-do-			
07-01-07	06-30-08	-do-	-do-	179,940.00	-do-	-do-	-do-			
07-01-08	01-01-09	-do-	-do-	197,928.00	-do-	-do-	-do-			
01-02-09	06-30-09	-do-	-do-	202,884.00	-do-	-do-	-do-			
07-01-09	06-23-10	-do-	-do-	228,480.00	-do-	-do-	-do-			
06-24-10	05-31-11	-do-	-do-	254,064.00	-do-	-do-	-do-			
06-01-11	01-01-12	-do-	-do-	279,660.00	-do-	-do-	-do-			
01-02-12	05-31-12	-do-	-do-	283,452.00	-do-	-do-	-do-			
06-01-12	12-15-14	-do-	-do-	308,616.00	-do-	-do-	-do-			
12-16-14	01-01-15	-do-	-do-	312,000.00	-do-	-do-	-do-			
01-02-15	09-03-15	-do-	-do-	315,432.00	-do-	-do-	-do-			
09-04-15	12-31-15	Dev't. Mgt. Officer IV	-do-	511,824.00	-do-	-do-	-do-			
01-01-16	12-31-16	-do-	-do-	569,376.00	-do-	-do-	-do-			
01-01-17	12-31-17	-do-	-do-	633,396.00	-do-	-do-	-do-			
01-01-18	09-03-18	-do-	-do-	704,604.00	-do-	-do-	-do-			
09-04-18	12-31-18	-do-	-do-	715,164.00	-do-	-do-	-do-			
01-01-19	12-31-19	-do-	-do-	796,620.00	-do-	-do-	-do-			
01-01-20	12-31-20	-do-	-do-	815,196.00	-do-	-do-	-do-			
01-01-21	09-03-21	-do-	-do-	833,772.00	-do-	-do-	-do-			
09-04-21	12-31-21	-do-	-do-	846,780.00	-do-	-do-	-do-		Opt.	
01-01-22	12-31-22	-do-	-do-	865,356.00	-do-	-do-	-do-	01-01-23		

NOTE: This certification is issued upon the request of Mr. Capon for whatever legal purpose it may serve him.

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.

CERTIFIED CORRECT:

10 ...

January 3, 2023	MARICEL V. SUPLEO
Date	Chief, Mgt. Services Division



Republic of the Philippines Department of Environment and Natural Resources

MIMAROPA Region

Suqui, Calapan City, Oriental Mindoro

SERVICE RECORD

(To be accomplished by Employee)

NAME:	LEO	G.	CAPON	(If married woman also full				
	(Name)	(M.I.)	(Surname)	maiden name)				
BIRTH:	September 05, 1962		Davao del Norte	(Date herein should be checked				
	(Date)	(Place)		from birth or baptismal certificate				
	(Dute)		(1 1400)	or other reliable documents).				

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

SERVICE		RECORD OF APPOINTMENT			OFFICE			SEPARATION	
Inclusive Dates		Position/Designation	Status	Salary	Entity or Division	Branch	L/V	Date	Cause
From	To	Position/Designation	osition/Designation Status	per annum	Place of Assignment	Dranch	ABS w/o pay	Date	Cause
05-22-89	06-30-89	Forester	Prob.	21,336.00	DENR-PENRO Or. Mdo.	National	None		
07-01-89	11-29-89	Forester I	-do-	39,708.00	-do-	-do-	-do-		
11-30-89	05-21-92	-do-	Perm.	39,708.00	-do-	-do-	-do-		
05-22-92	12-31-93	-do-	-do-	40,104.00	-do-	-do-	-do-		
01-01-94	12-31-94	-do-	-do-	48,504.00	-do-	-do-	-do-		
01-01-95	05-21-95	-do-	-do-	60,504.00	-do-	-do-	-do-		
05-22-95	12-31-95	-do-	-do-	60,900.00	-do-	-do-	-do-		
01-01-96	12-31-96	-do-	-do-	75,708.00	-do-	-do-	-do-		
01-01-97	10-31-97	-do-	-do-	95,352.00	-do-	-do-	-do-		
11-01-97	05-21-98	-do-	-do-	114,996.00	-do-	-do-	-do-		
05-22-98	12-31-99	-do-	-do-	117,864.00	-do-	-do-	-do-		
01-01-00	05-21-01	-do-	-do-	129,648.00	-do-	-do-	-do-		
05-22-01	06-30-01	-do-	-do-	132,900.00	-do-	-do-	-do-		
07-01-01	01-01-03	-do-	-do-	139,548.00	-do-	-do-	-do-		
01-02-03	01-01-06	Eco. Mgt Specialist II	-do-	159,600.00	-do-	-do-	-do-		
01-02-06	06-30-07	-do-	-do-	163,584.00	-do-	-do-	-do-		
07-01-07	06-30-08	-do-	-do-	179,940.00	-do-	-do-	-do-		
07-01-08	01-01-09	-do-	-do-	197,928.00	-do-	-do-	-do-		
01-02-09	06-30-09	-do-	-do-	202,884.00	-do-	-do-	-do-		
07-01-09	06-23-10	-do-	-do-	228,480.00	-do-	-do-	-do-		
06-24-10	05-31-11	-do-	-do-	254,064.00	-do-	-do-	-do-		
06-01-11	01-01-12	-do-	-do-	279,660.00	-do-	-do-	-do-		
01-02-12	05-31-12	-do-	-do-	283,452.00	-do-	-do-	-do-		
06-01-12	12-15-14	-do-	-do-	308,616.00	-do-	-do-	-do-		
12-16-14	01-01-15	-do-	-do-	312,000.00	-do-	-do-	-do-		
01-02-15	09-03-15	-do-	-do-	315,432.00	-do-	-do-	-do-		
09-04-15	12-31-15	Dev't. Mgt. Officer IV	-do-	511,824.00	-do-	-do-	-do-		
01-01-16	12-31-16	-do-	-do-	569,376.00	-do-	-do-	-do-		
01-01-17	12-31-17	-do-	-do-	633,396.00	-do-	-do-	-do-		
01-01-18	09-03-18	-do-	-do-	704,604.00	-do-	-do-	-do-		
09-04-18	12-31-18	-do-	-do-	715,164.00	-do-	-do-	-do-		
01-01-19	12-31-19	-do-	-do-	796,620.00	-do-	-do-	-do-		
01-01-20	12-31-20	-do-	-do-	815,196.00	-do-	-do-	-do-		
01-01-21	09-03-21	-do-	-do-	833,772.00	-do-	-do-	-do-		
09-04-21	12-31-21	-do-	-do-	846,780.00	-do-	-do-	-do-		Opt.
01-01-22	12-31-22	-do-	-do-	865,356.00	-do-	-do-	-do-	01-01-23	

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CERTIFIED CORRECT:

January 3, 2023	MARIOEL V. SUPLEO		
Date	Chief, Mgt. Services Division		

REPUBLIC OF THE PHILIPPINES

OFFICE OF THE OMBUDSMAN

0259813 -2

CLEARANCE

This certifies that our records show that <u>as of 18 August 2022</u>, LEO GALO CAPON, Department of Environment and Natural Resources-PENRO, Calapan City, Oriental Mindoro, has NO PENDING CRIMINAL AND ADMINISTRATIVE CASES with the Office of the Ombudsman.

Issued on 25 August 2022 upon the request of LEO GALO CAPON for whatever legal purposes it may serve.

BY AUTHORITY OF THE OMBUDSMAN

ATTY. MARY SUSAN S. GUILLERMO

DSP/Acting Assistant Ombudsman Public Assistance and Corruption Prevention Office

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

OR#:6863788 / P150.00 / 2022-08-15 CONTROL NO. 22-259813-2 /LFC

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Province of Oriental Mindoro) S.S
Calapan City, Oriental Mindoro)

AFFIDAVIT OF NO PENDING CRIMINAL INVESTIGATION OR PROSECUTION

That I, **LEO G. CAPON** of legal age, married, Filipino and resident of Pasi II, Socorro, Oriental Mindoro under oath depose and say;

- 1. That I am a former Employee of DENR-CENRO Socorro, Oriental Mindoro, Municipality of Socorro, Oriental Mindoro;
- 2. That the undersigned undertake that there was no pending criminal case pursuant to R.A 3019;
- 3. That I freely and voluntary execute this affidavit to affirm on oath to the abovementioned statement;

AFFIANT SAYETH NAUGHT:

Doc. No. 405; Page No. 82; Book No. Lvii ; Series of 2023.

ATTY. ARISTEDES A. MARAMOT Notary Public

Valid until Dec. 31, 2024 NP-22-234

PTR No. 2983571 A

Victoria Or. Mindoro/01-03-2023 Roll no. 41130/April 15, 1996

IBP No. 173679 / 11-07-2022

MCLE No. Compliance VII-0013433 Valid until 04-14-2025 Republic of the Philippines)
Province of Oriental Mindoro) S.S
Calapan City, Oriental Mindoro)

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AFFIANT SAYETH NAUGHT:

Doc. No. 40° ; Page No. 82° ; Book No. 20° ; Series of 2023.

ATTY. ARISTEDES A. MARAMOT

Notary Public

Valid until Dec. 31, 2024 NP-22-234

PTR No. 2983571 A

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AFFIANT SAYETH NAUGHT:

Doc. No. 405; Page No. 82; Book No. 62; Series of 2023.

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è

Name of Claimant: **LEO G. CAPON**

Former Place of Assignment (Office/Division):

DENR-CENRO SOCORRO

Supporting documents: (to be attached to claim application)

- -Endorsed by Head of Office/RD/PENRO/CENRO
- -Retirement Voucher
- -Certification on money, property and work accountabilities
- -Certificate of Remittances

ENR MOWEL FOUNDATION INC.
APPLICATION FOR PREMIUM REFUND

Name of Claimant: LEO G. CPON

Former Place of Assignment (Office/Division):

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Supporting documents: (to be attached to claim application)

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Signature of Claimant

of Claimant

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