



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT

DENR MIMAROPA

RODRIGUEZ ROSEMARIE FRESNIDO

3. DATE OF FILING

30-Mar-23

POSITION

Admin Asst. II

5. SALARY

6. DETAILS OF APPLICATION

6.A TYPE OF LEAVE TO BE AVAILED OF

☐ Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Implementing E.O. No. 292)

☐ Mandatory/Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)

☒ Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)

☐ Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS)

☐ Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended)

☐ Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)

☐ Solo Parent Leave (RA No. 8972 / CSC MC No. 8, s. 2004)

☐ Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292)

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

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

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

☐ Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended)

☐ Adoption Leave (R.A. No. 8552)

Others:

6.B DETAILS OF LEAVE

In case of Vacation/Special Privilege Leave:

☐ Within the Philippines

☐ Abroad (Specify)

In case of Sick Leave:

☐ In Hospital (Specify Illness)

☒ Out Patient (Specify Illness)

In case of Special Leave Benefits for Women:

(Specify Illness)

In case of Study Leave:

☐ Completion of Master's Degree

☐ BAR/Board Examination Review

Other purpose:

☐ Monetization of Leave Credits

☐ Terminal Leave

6.C NUMBER OF WORKING DAYS APPLIED FOR

(1)

INCLUSIVE DATES

March 27, 2023

6.D COMMUTATION

☐ Not Requested

☒ Requested

ROSEMARIE F. RODRIGUEZ

(Signature of Applicant)

7. DETAILS OF ACTION ON APPLICATION

7.A CERTIFICATION OF LEAVE CREDITS

As

	Vacation Leave	Sick Leave
Total Earned		
Less this application		
Balance		

(Authorized Officer)

7.B RECOMMENDATION

☐ For approval

☐ For disapproval due to

RCSARIO C. GULMATICO

Chief, Administrative Division

MIMAROPA Region

(Authorized Officer)

7.C APPROVED FOR:

days with pay

days without pay

others (Specify)

7.D DISAPPROVED DUE TO:

DONNA MAYOR -CORDOVE - CESO IV

(Authorized Official)