



23 March 2023

**MS. HONEY SOFIA V. COLIS**  
Supervising Officer, HRMO  
VSU, Baybay City

**RE: Monetization of Leave Credits (MLC) for 2023**

Dear Ms. Colis,

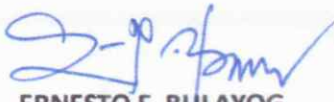
Warm greetings!

With reference to the OVPAF-MC # 7, s. 2023, issued today, may I apply for a 50-day monetization of my VSL credits which were converted to service credits (refer to my current HRIS record) when I chose the teachers leave status just before the pandemic. Without the conversion, I should still have an equivalent of more than 100 days of accumulated VSL credit, hence this request for monetization.

I need the money for the completion of my unit in Warner Apartments, i.e., floor tiles, window and door screens, installation of shower and laundry areas, as well as landscaping of the front yard. This will benefit not only myself but the next occupants when I retire few years from now.

Thank you very much.

Sincerely,

  
**ERNESTO F. BULAYOG**  
Economics Department