

Republic of the Philippines VISAYAS STATE UNIVERSITY Visca, Baybay City, Leyte

Stamp of Date of Receipt

APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT 2. NAME:	(Last) (First) (Middle)					
ops	BRIT, CHONA AMPO					
3. DATE OF FILING 5-Jan-22 4. POSITION	GUIDANCE COUNSELOR III 5. SALARY					
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 Philippines					
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. N	o. 292) Out Patient (Specify 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 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. 201						
Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amend	Completion of Master's Degree					
Adoption Leave(R.A. No. 8552)	BAR/Board Examination Review					
04	Other purpose:					
Others: Monetization-10 days	/ Monetization of Leave Credits					
	Terminal Leave					
S.C. NUMBER OF WORKING DAYS APPLIED FOR	6.D COMMUTATION					
	Not Requested					
INCLUSIVE DATES	Requested					
	(Signature of Ameliana)					
(Signature of Applicant)						
7. DETAILS OF ACTION ON APPLICATION A CERTIFICATION OF LEAVE CREDITS 7. B. RECOMMENDATION						
As of	7.B RECOMMENDATION					
Vacation Leave Sick Leave	For disensity due to					
Total Earned	For disapproval due to					
Less this application Balance						
	Mulhlut					
REGINA BIBERA, Am. Officer II	MANOLO B. LORETO, JR. Office/Dept /Unit					
(Authorized Officer)	(Authorized Officer)					
C APPROVED FOR:	7.D DISAPPROVED DUE TO:					
days with pay days without pay						
days without pay others (Specify)						
EDGARDO E. TULIN President						
(Authorized Official)						



Republic of the Philippines VISAYAS STATE UNIVERSITY Visca, Baybay City, Leyte

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APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT 2.	NAME: (La	t)	(First)	(Middle)		
Office of the Dean of Students		Luna	Meriam	Martinez		
3. DATE OF FILING <u>January 6, 2022</u> 4.	POSITION	Administrative A	ide III	5. SALARY		
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	In case of Vacation/Special Privilege Leave:			
Mandatory/Forced Leave(Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)		Within t	Within the Philippines			
Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)		Abroad	Abroad (Specify)			
Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS)		In case of S	In case of Sick Leave:			
Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended)		In Hospi	In Hospital (Specify Illness)			
Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)		Out Pati	Out Patient (Specify 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)				Benefits for Women:		
10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, s. 200	(Specify Illn	(Specify Illness)				
Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292)			Study Loove:			
Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010)			In case of Study Leave:			
Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended) Adoption Leave(R.A. No. 8552)		1	Completion of Master's Degree BAR/Board Examination Review			
Moduli Edito(IIX. III. 6652)		250.00.00.00.00	Other purpose:			
Others:			Monetization of Leave Credits			
MONETIZATION		Termina				
6.C NUMBER OF WORKING DAYS APPLIED FOR		6 D. COMMUT	6.D COMMUTATION			
Ten Davs		1	Not Requested			
INCLUSIVE DATES			Requested			
			dhe			
			(Signature of Applicant)			
7. DETAILS OF ACTION ON APPLICATION						
7.A CERTIFICATION OF LEAVE CREDITS	7.A CERTIFICATION OF LEAVE CREDITS		7.B RECOMMENDATION			
As of		For appr	oval	ħ.		
Vacation Leave Total Earned	Sick Leave	For disapproval due to				
Less this application						
Balance				Mudblet		
REGINA BIBERA, Adm. Office		MANOLO B. LORETO, JR.				
(Authorized Officer)			Dean of Students (Authorized Officer)			
7.C APPROVED FOR:		7 D DISABBB	OVED DUE TO	O.		
7.C APPROVED FOR days with pay		7.D DISAPPROVED DUE TO:				
days without pay						
others (Specify)		PARTICIPATE OF THE PARTICIPATE O	Molitophisma - Anna Carlotta and Albacomorphism			
	for: CV	lolut				
EDGARDO E. TULIN President						
(Authorized Official)						