

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

Stamp of Date of Receipt

## **APPLICATION FOR LEAVE**

1. OFFICE/DEPARTMENT	2. NAME : (La	st) (First) (Middle)
VSU PAVILION	Ca	intic Lenita Lapasanda
3. DATE OF FILINGNov. 19, 2021	4. POSITION	Guesthouse Caretaker 5. SALARY
an ha edit adi non	6. DETAILS OF	APPLICATION
6.A TYPE OF LEAVE TO BE AVAILED O	DEscent theyelen of furbodgue Jeaupen	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)
X Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)		Out Patient (Specify Illness)
Solo Parent Leave (RA No. 8972 / CSC MC N		The stage of the s
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)		communed Notice of Allocation of Maternity Leave Credite (CB
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)		Completion of Master's Degree
Adoption Leave (R.A. No. 8552)  Others:		BAR/Board Examination Review
		Other purpose:
		Monetization of Leave Credits
		Terminal Leave
.C NUMBER OF WORKING DAYS APPL	JED FOR	6.D COMMUTATION
1 day		AND
INCLUSIVE DATES		Not Requested
November 22, 2021		Requested
Ametica an Alent or a short selection of Ametica and A		(Signature of Applicant)
A 3	7. DETAILS OF ACTIO	and A service leading to the large and the large and the manufacture and the manufactu
A CERTIFICATION OF LEAVE CREDITS	of the approxy plates the velot and public	7.B RECOMMENDATION
As of		For approval
Vacation Le	ave Sick Leave	For disapproval due to
Total Earned Less this application		Establish the Control (PPC) cheshed from the becompro-
Balance	of health of lattice streets streets to the	NA A STATE OF THE PROPERTY OF
Civid	The part of Securi Wallum and Development	milanov
REGINA BIBERA, Am. Officer II  (Authorized Officer)		JOSEFINA M. LARROSA
		(Authorized Officer)
C APPROVED FOR:		7.D DISAPPROVED DUE TO:
days with paydays without pay		
others (Specify)		
	[ malanoo	- *
	EDGARDO E. Presiden	TULIN