

## Republic of the Philippines

## VISAYAS STATE UNIVERSITY Visca, Baybay City, Leyte

Stamp of Date of Receipt

## APPLICATION FOR LEAVE

1. OFFICE/DEPT./DIVISION Name (Last)		off all in	(First) (Middle)	
VSUMO	Joya	isoibeur. Eirosqua	Mary Ann	ogue <b>Duran</b> ad ni beitshhal od ilisia hsonin
B. DATE OF FILING		-	5. SALARY (Monthly)	
03/28/2023	beet ed l'ade notificité. Le realistement tradition	Guesthouse Care		. Mandatory/Forced leave
by relevant reports such as the police	belindqua telopet 6. D	ETAILS OF APP	LICATION	year. In case the scheduled lauve has been con-
6.a TYPE OF LEAVE TO BE AV	AILED OF:	0	6.b DETAILS OF LI	the accumulated variation leave. A sale EAVE:
□Adoption □Mandatory/Force □Maternity - 7 days Transferable to father/alternate caregiver □Maternity - additional 15 days for single mother  ⊠Monetization □Parental (Solo Parent) □Paternity □Rehabilitation (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292) □Sabbatical □Sick □Special Emergency (Calamity) □Special Leave Benefits for women □Special Leave Privilege □Study □VAWC (RA No. 9262 / CSC MC No. 15, s. 2005) □Vacation  Others:			In case of vacation/Special Privilege leave:  □ Within the Philippines: □ Abroad (Pls. Specify):  In case of Sick leave: □ In Hospital (Pls. Specify): □ Out Patient (Pls. Specify):  In case of Special Leave Benefits for Women: (Specify Illness)  In case of Study leave: □ BAR/Board Examination Review □ Completion of Master's Degree □ Completion of PHD Degree  Other purpose: □ Monetization of Leave Credits □ Terminal Leave	
6.c NUMBER OF WORKING DAYS APPLIED FOR			6.d COMMUTATIO	N ,
Inclusive Dates			Not Requested  JOYA MARY ANN D.  (Signature of Applicant)	
dence based on latest syntlable records of wificetion that the piece of realdance is	7. DETAIL	S OF ACTION (	N APPLICATION	. Selá Parest feave - 7 days
7.a CERTIFICATION OF LEAVI AS of: <u>March 2023</u>		o Auton		going on such leave with updated Soi: NOITA
J	Vacation Leave	Sick Leave	☐ For Approval	Shall meet the agency's internal recuts
Total Earned	42.719	183.917	☐ For Disapprov	
Less this Application	42.710	102 017	L I of Disapprov	representative and the emility of conce
HONEY S Office of the Director for	42.719  OFIA V. COLIS  Human Resource M	183.917 	TERREN MEI	DGARDO E. TULIN
7.c APPROVED FOR: day(s) with pay day(s) without pay Others (Specify):			7.d DISAPPROVED due to:  8. Barangey Preference Order throst statement on the Disappear of Heritage of	
thin messy, property and work-related	conspanied by a clearance	EDGARDO E. ' (Printed Name and S University Pres	ignature)	