

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

Stamp of Date of Receipt

APPLICATION FOR LEAVE

6. DETAILS OF APPLICATION A TYPE OF LEAVE TO BE AVAILED OF Vacation Leave (Sec. 51, Rule XVI, Omnbus Rules Implementing E.O. No. 222) Mandatory/Forced Leave(Sec. 25, Rule XVI, Omnbus Rules Implementing E.O. No. 282) Maternity Leave (Sec. 43, Rule XVI, Omnbus Rules Implementing E.O. No. 282) Maternity Leave (RA No. 8187 / CSC MC No. 71, a 1988, as amended) Special Privilege Leave (Sec. 21, Rule XVI, Omnbus Rules Implementing E.O. No. 292) Solo Parent Leave (RA No. 8187 / CSC MC No. 7, a 1988, as amended) Study Leave (Sec. 28, Rule XVI, Omnbus Rules Implementing E.O. No. 292) Solo Parent Leave (RA No. 8872 / CSC MC No. 8, a 2004) Study Leave (Sec. 88, Rule XVI, Omnbus Rules Implementing E.O. No. 292) In case of Sick Leave: In Hospital (Specify Illness) Out Patient (Specify Illness) Out Patient (Specify Illness) Out Patient (Specify Illness) In case of Special Leave Benefits for (Specify Illness) In case of Special Leave Benefits for (Specify Illness) In case of Study Leave: (Specify Illness) In case of Study Leave: Completion of Master's Degree BAR/Board Examination Review Other purpose: Monetization of Leave Credits Terminal Leave C NUMBER OF WORKING DAYS APPLIED FOR 3 Days INCLUSIVE DATES Jan. 7, 10 - 13, 2022 7. DETAILS OF ACTION ON APPLICATION A CERTIFICATION OF LEAVE CREDITS As of Vacation Leave Sick Leave Total Earned Less this application Balance MARLON G. E. MARLON	DATE OF FILING	Admin Aide III 5 SAI ARV
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 (RA No. 8187 / CSC MC No. 71, s. 1988, as amended) Special Privilege Leave (Sec 21, Rule XVI, Omnibus Rules implementing E.O. No. 292) Solo Parent Leave (RA No. 8872 / CSC MC No. 8, s. 2004) Study Leave (Sec 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292) Solo Parent Leave (RA No. 8872 / CSC MC No. 8, s. 2004) Study Leave (Sec 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292) To-Day VAWC Leave (RA No. 8872 / CSC MC No. 15, s. 2005) Rehabilitation Privilege (Sec 55, Rule XVI, Omnibus Rules implementing E.O. No. 292) X Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 2, s. 2012, as amended) Adoption Leave (RA No. 8552) Adoption Leave (RA No. 8552) To Leave (Sec 68, Rule XVI, Omnibus Rules implementing E.O. No. 292) In case of Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010) X Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended) Adoption Leave (RA No. 8552) To Leave (RA No. 8552) To Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010) To Leave Great Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010) To Leave Great Leave Great Leave Credits Terminal Leave C NUMBER OF WORKING DAYS APPLIED FOR 5 Days INCLUSIVE DATES Jan. 7, 10 - 13, 2022 Total Earned Less this application Balance Vacation Leave Sick Leave Total Earned Less this application Balance MARLON G. E. Markon G. B. MARLON G. E. Markon G. B. Markon G	• /	
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 (RA. No. 11210 / IRR issued by CSC, DOLE and SSS) Paternity Leave (RA. No. 1877 / 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. 88, Rule XVI, Omnibus Rules Implementing E.O. No. 292) Special Leave Benefits for Women (RA. No. 972 / 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) X Special Emergency (Calarnity) Leave (CSC MC No. 2, s. 2012, as amended) Adoption Leave (RA. No. 9552) Others: C NUMBER OF WORKING DAYS APPLIED FOR 5 Days INCLUSIVE DATES Jan. 7, 10 - 13, 2022 7. DETAILS OF ACTION ON APPLICATION A CERTIFICATION OF LEAVE CREDITS As of		
C NUMBER OF WORKING DAYS APPLIED FOR 5 Days INCLUSIVE DATES Jan. 7, 10 - 13, 2022 7. DETAILS OF ACTION ON APPLICATION A CERTIFICATION OF LEAVE CREDITS As of Vacation Leave Sick Leave Total Earned Less this application Balance REGINA BIBERA, Adm. Officer II 6.D COMMUTATION Not Requested For Jighature of Application For approval For disapproval due to MARLON G. B. Head/Office/Date of the province 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) X Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended) Adoption Leave (R.A. No. 8552)	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:
A CERTIFICATION OF LEAVE CREDITS As of	5 Days INCLUSIVE DATES	6.D COMMUTATION Not Requested
As of For approval Total Earned For disapproval due to	7. DETAILS OF ACTIO	N ON APPLICATION
REGINA BIBERA, Adm. Officer II Head/Office/Di	As of Vacation Leave Sick Leave Total Earned Less this application	
		MARLON G. BURLAS Head/Office/Dept /Unit (Authorized Officer)
.C APPROVED FOR: days with paydays without payothers (Specify) 7.D DISAPPROVED DUE TO:	days with pay days without pay	7.D DISAPPROVED DUE TO: