



APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT	2. NAME :	(Last)	(First)	(Middle)
NARC, VSU	FLORES	MARIA ZAIDA	A.	
3. DATE OF FILING	4. POSITION	Admin. Aide III	5. SALARY	
April 25, 2022				

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) ☐ 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. 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) ☒ Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended) ☐ Adoption Leave (RA No. 6552)	Others: 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: Monetization of Leave Credits Terminal Leave

6.C NUMBER OF WORKING DAYS APPLIED FOR	6.D COMMUTATION
INCLUSIVE DATES 5 days May 2, 2022 - May 6, 2022	Requested Not Requested (Signature of Applicant)

7. DETAILS OF ACTION ON APPLICATION

7.A CERTIFICATION OF LEAVE CREDITS	7.B RECOMMENDATION									
As of <table><tr><td>Total Earned</td><td>Vacation Leave</td><td>Sick Leave</td></tr><tr><td>Less this application</td><td></td><td></td></tr><tr><td>Balance</td><td></td><td></td></tr></table> REGINA BIBERA, Am. Officer II (Authorized Officer)	Total Earned	Vacation Leave	Sick Leave	Less this application			Balance			For approval For disapproval due to ROBELYN T. PAMONTE Director, NARC (Authorized Officer)
Total Earned	Vacation Leave	Sick Leave								
Less this application										
Balance										

7.C APPROVED FOR:	7.D DISAPPROVED DUE TO:
days with pay days without pay others (Specify)	EDGARDO E. TULIN President (Authorized Official)