



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

Stamp of Date of Receipt

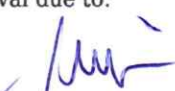
APPLICATION FOR LEAVE

1. OFFICE/DEPT./DIVISION	Name (Last)	(First)	(Middle)
NARC	Duatin	Flora Mia	Yulores
3. DATE OF FILING	4. POSITION		5. SALARY (Monthly)
10/03/2022	Associate Professor III		

6. DETAILS OF APPLICATION

6.a TYPE OF LEAVE TO BE AVAILED OF: ☐ Adoption ☐ Mandatory/Force ☐ Maternity ☐ 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: <u>CDO</u>	6.b DETAILS OF LEAVE: 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 Doctorate Degree ☐ Completion of PHD Degree Other purpose: ☐ Monetization of Leave Credits ☐ Terminal Leave
6.c NUMBER OF WORKING DAYS APPLIED FOR <u>2 days</u> Inclusive Dates 10/05/2022 - 10/06/2022	6.d COMMUTATION ☒ Requested ☐ Not Requested  DUATIN, FLORA MIA Y. (Signature of Applicant)

7. DETAILS OF ACTION ON APPLICATION

7.a CERTIFICATION OF LEAVE CREDITS AS of: <u>October 2022</u> <table border="1"> <tr> <td></td> <td>Vacation Leave</td> <td>Sick Leave</td> </tr> <tr> <td>Total Earned</td> <td></td> <td></td> </tr> <tr> <td>Less this Application</td> <td></td> <td></td> </tr> <tr> <td>Balance</td> <td></td> <td></td> </tr> </table> REGINA C. BIBERA Office of the Head of Payroll and Leave Benefits		Vacation Leave	Sick Leave	Total Earned			Less this Application			Balance			7.b RECOMMENDATION: ☒ For Approval ☐ For Disapproval due to:  ROMEL B. ARMECIN National Abaca Research Center
	Vacation Leave	Sick Leave											
Total Earned													
Less this Application													
Balance													
7.c APPROVED FOR: <u>2</u> day(s) with pay ___ day(s) without pay Others (Specify):	7.d DISAPPROVED due to:												


EDGARDO E. TULIN
 (Printed Name and Signature)
 University President