

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

Stamp of Date of Receipt

APPLICATION FOR LEAVE

| 1. OFFICE/DEPARTMENT | | 2. NAME : (Las | (First) (Middle) | |
|---|---------------------------|-----------------------|--|--|
| Office of the Dean of | Students | | Alkuino Pedro Olleras | |
| DATE OF FILING February | 22, 2022 | 4. POSITION | Administrative Aide III 5. SALARY | |
| sollon ed le nolos | | 6. DETAILS OF | APPLICATION | |
| 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) | | | 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) | |
| Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292) | | | Out Patient (Specify Illness) | |
| Solo Parent Leave (RA No. 8972 | | | Annals are all the cases and blacks beginning as in before the | |
| 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) | | | E. C. THERE AND AN INCIDENCE OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF TH | |
| 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) | | | BAR/Board Examination Review Other purpose: | |
| | | | | |
| S.E.F. (Diffitialy Leave) | | | Terminal Leave | |
| .C NUMBER OF WORKING DAYS APPLIED FOR | | | 6.D COMMUTATION | |
| One day | | | Not Requested | |
| INCLUSIVE DATES | | | Requested | |
| February 23, 2022 | | | (Signature of Applicant) | |
| | 7 DI | TAILS OF ACTION | N ON APPLICATION | |
| A CERTIFICATION OF LEAVE | | TAILS OF ACTION | | |
| A CERTIFICATION OF LEAVE CREDITS As of | | | 7.B RECOMMENDATION | |
| | Vacation Leave Sick Leave | | For approval For disapproval due to | |
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| Less this application Balance | | | euts if – wron | |
| Duranco | | | Nubble 1 | |
| REGINA BIBERA, Adm. Officer II (Authorized Officer) | | | MANOLO B. LORETO, JR. Dean of Students | |
| | | | (Authorized Officer) | |
| APPROVED FOR: | Juanus E suga | nage of the Product | 7.D DISAPPROVED DUE TO: | |
| days with pay days without pay others (Specify) | | | certification caused by the Punerry Barangaybersewed or | |
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