



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
LAND TRANSPORTATION OFFICE

East Avenue, Quezon City
E-mail Address: ltomailbox@lto.gov.ph • Website: www.lto.gov.ph

SERVICE RECORD

NAME:	Villaflor (Surname)	Orlando (Given Name)	Pagkanlungan (Middle Name)	(Maiden Name)	(If married woman, give also full maiden name)		
	July 16, 1967 (Birth Date)	Nueva Ecija (Birth Place)	Male (Sex)		(Date herein should be checked from birth or baptismal certificate or some other reliable documents)		

This is to certify that the employee named herein above actually rendered services in this office as shown by the service record below. Each line of which is supported by appointment and other papers actually issued by this Office and approved by the authorities concerned.

SERVICE Inclusive Date		RECORDS OF APPOINTMENT			OFFICE/ENTITY/DIVISION			SEPARATION
FROM	TO	DESIGNATION	STATUS	SALARY	STATION/ PLACE	BRANCH	L/V ABS W/O PAY	CAUSE
03/15/1996	08/31/1996	Clerk III	Permanent	63,276.00	LTO	Nat'l.	None	Original Appointment
09/01/1996	12/31/1996	Electrician Foreman	Permanent	68,664.00	LTO	Nat'l.	None	Promotion
01/01/1997	10/31/1997	Electrician Foreman	Permanent	82,740.00	LTO	Nat'l.	None	NBC - 458
11/01/1997	08/31/1999	Electrician Foreman	Permanent	96,804.00	LTO	Nat'l.	None	Full Implementation of NBC - 458
09/01/1999	12/31/1999	Electrician Foreman	Permanent	99,228.00	LTO	Nat'l.	None	Joint CSC-DBM Cir. #1, s. 1990
01/01/2000	06/30/2001	Electrician Foreman	Permanent	109,152.00	LTO	Nat'l.	None	NBC - 468
07/01/2001	08/31/2002	Electrician Foreman	Permanent	114,612.00	LTO	Nat'l.	None	NBC - 474
09/01/2002	06/30/2007	Electrician Foreman	Permanent	117,480.00	LTO	Nat'l.	Suspended Ninety (90) days w/o pay per Admin. Case No. LTO-CO-06-060 from November 2006 to January 2007	Joint CSC-DBM Cir. #1, s. 1990
07/01/2007	06/30/2008	Electrician Foreman	Permanent	129,228.00	LTO	Nat'l.	None	NBC - 511
07/01/2008	06/30/2009	Electrician Foreman	Permanent	142,152.00	LTO	Nat'l.	None	NBC - 516
07/01/2009	06/23/2010	Electrician Foreman	Permanent	155,736.00	LTO	Nat'l.	Suspended Ninety (90) days w/o pay per Admin. Case No. LTO-CO-09-001 from September 2009 to November 2009	NBC - 521
06/24/2010	05/31/2011	Electrician Foreman	Permanent	169,320.00	LTO	Nat'l.	None	NBC - 524
06/01/2011	05/31/2012	Electrician Foreman	Permanent	182,904.00	LTO	Nat'l.	None	NBC - 530
06/01/2012	10/31/2013	Electrician Foreman	Permanent	196,488.00	LTO	Nat'l.	None	NBC - 540
11/01/2013	08/17/2014	Administrative Assistant III	Permanent	196,488.00	LTO	Nat'l.	None	BC-2004-3

Issued in compliance with Executive Order No. 54 dated August 10, 1954 and in accordance with Circular No. 58, dated August 10, 1954 of the System.

Note: *Administrative Case No. LTO-CO-06-060

Formal Charge for Grave Misconduct, Dishonesty, Violation of Office Rules and Regulations and Conduct Pre-Judicial to the Best Interest of The Service.

> Order dated Oct. 16, 2006 was meted the Penalty of 90 days preventive suspension to commence upon receipt.

> Formal Charge and Order of preventive suspension was received dated November 06, 2006

> motion to lift " Order of preventive suspension" dated November 15, 2006 was considered.

> Order dated December 11, 2006 re: Order of suspension was lifted provided that he will submit his answer to the formal charge within 5 days upon receipt of this order.

> Resolution dated September 27, 2007, dismisses the charges of Grave Misconduct, Dishonesty and Conduct Prejudicial to the Best Interests of the Service however respondent was found guilty of the charge of Violation of Reasonable Office Rules and Regulations and was reprimanded and admonished not to commit the same acts and to observe and follow the LTO Code of Conduct for Officials and Employees.

*Administrative Case No. LTO-CO-09-001

Formal Charge for Grave Misconduct

> Order dated August 12, 2009 was meted the Penalty of 90 days preventive suspension to commence upon receipt

> Order was received on august 20, 2009

> Letter reply was received October 16, 2009

> Subpoena issued to the respondents dated January 11, 2010

> pre-hearing conference was called dated January 26, 2010

> Order dated March 03, 2010 was issued to the respondents to file their answer to the formal charge which was received dated march 04, 2010

> Order dated march 19, 2010 was issued ex-parte hearing to be scheduled on April 15, 2010.

> Notice of hearing dated April 5, 2010 was issued to the respondents

> Notice of hearing dated June 02, 2010 was issued to the respondents

> Notice of resetting of hearing dated June 9, 2010 was issued to the respondents

> Manifestation dated September 8, 2010 was issued by the prosecutor

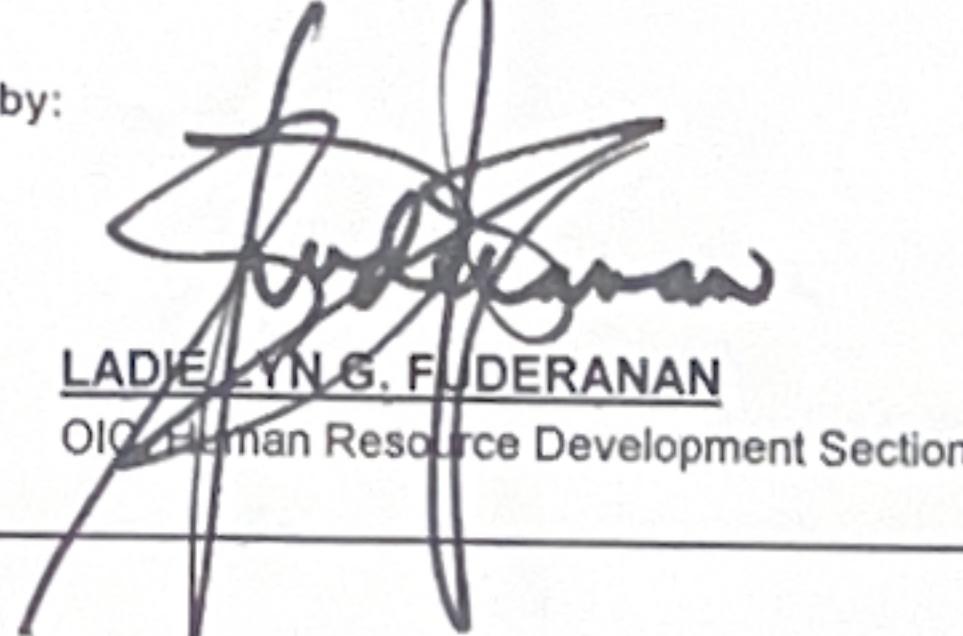
> Order dated September 24, 2010 was issued for the speedy disposition of the case

> Notice of Decision dated April 04 2022 relative to Administrative Case No. LTO-CO-09-001 was dismissed for failure to prosecute for a period of more than 10 years

* Deceased

Purpose : For whatever legal purpose it may serve.

Certified Correct by:


LADIE LYN G. FUDERANAN
OIC-Human Resource Development Section

May 18, 2023

Date



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19 May 2023

CERTIFICATION

TO WHOM IT MAY CONCERN:

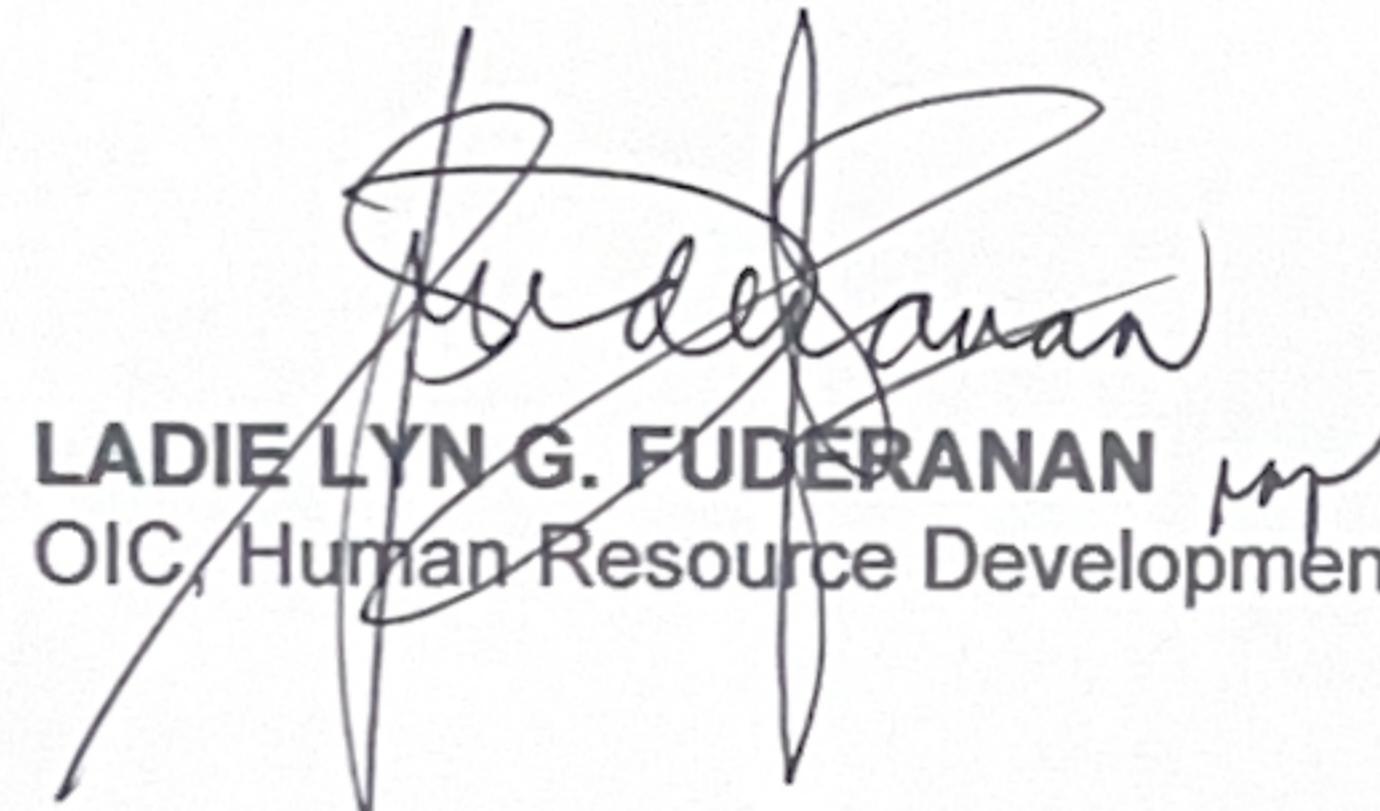
THIS IS TO CERTIFY THAT, per records of the Human Resource Development Section, late **Mr. ORLANDO P. VILLAFLOR**, Administrative Assistant III (Electrician Foreman), Plate Making Plant, this Office, had incurred leave without pay on the following dates, to wit:

May 28-29, 1997	: 2 days
March 21-24, 2000	: 4 days
July 17, 2000	: 1 day
December 29, 2000	: 1 day
January 12, 2001	: 1 day
April 30, 2001	: 1 day
October 3,8,9,17,22,30, 2003	: 6 days
July 28 -30, 2004	: 3 days
August 12-13, 27, 2004	: 3 days
September 7,10,13,17,23,28, 2004	: 6 days
August 16,23, 2005	: 2 days
December 14,23,29, 2005	: 3 days
February 6,9, 2006	: 2 days
March 8,13,15-17,20,22,27-31, 2006	: 12 days
April 5,7,10,13,14,17,20,24,27, 2006	: 9 days
May 9-12,17-19,22-25, 2006	: 11 days
July 25,31, 2006	: 2 days
August 7-11, 14-16, 18,29-31, 2006	: 12 days
September 1,5,6,8,11-13,15,19,20-22, 25-27, 2006	: 15 days
October 2-6, 9-13, 18-20,23,25,30,31, 2006	: 17 days
Suspended from November 2006 to January 2007	
Per Administrative Case No. LTO-CO-06-060	: 90 days
February 8,15,19, 2007	: 3 days
March 23, 2007	: 1 day
April 10,16,20,24,26-27, 2007	: 6 days
May 9-11,22 24,25, 2007	: 6 days
June 12,25,27,29, 2007	: 4 days
July 2,4,6,10,11,16-19,23,25-27,30-31, 2007	: 15 days
September 12-14,17,24,2007	: 5 days
October 2-5,8, 15-17, 22-23,26,30-31, 2007	: 13 days
November 12,14,21,23,26,29, 2007	: 6 days
December 5-31, 2007	: 27 days
January 2-4, 7-8, 14,22,25,28,29, 2008	: 10 days

February 6,8,11,15,19,21,29,2008	: 7 days
March 6,7,10-11,17,25-27, 2008	: 8 days
April 1,16,21, 2008	: 3 days
May 23,29, 2008	: 2 days
June 9,10,13,16,26, 2008	: 5 days
November 6,20,25,28, 2008	: 4 days
December 8,19,22-23, 2008	: 4 days
January 21,30, 2009	: 2 days
February 20, 2009	: 1 day
May 13, 20, 2009	: 2 days
June 4,5,15,16,25,29, 2009	: 7 days
July 1-3,7-10 13-17,27,30,2009	: 14 days
August 6,12,14,17,20,24-28, 2009	: 10 days
Suspended from September to November 2009	
Per Administrative Case No. LTO-CO-09-001	: 90 days
March 4,10,15,23,26,27, 2010	: 6 days
April 16,21, 2010	: 2 days
May 13,19,20,31, 2010	: 4 days
June 8,14,15, 2010	: 3 days
July 9,14,16,2010	: 3 days
August 4,6,11,13,17,18,20,23,25,26, 2010	: 10 days
September 13,14,15, 2010	: 3 days
October 5,6,8,11-14,18,29,2010	: 9 days
November 18,19,22,23, 2010	: 4 days
December 7,8,10,15,17,20-23,28-30, 2010	: 13 days
January 5,10,13,14,17,18,20,21,25,27, 2011	: 10 days
February 4,7-11,14,17,18,22-25,28, 2011	: 14 days
March 1-3,7-11,15-18,25-31, 2011	: 19 days
April 5-7, 11,20,25,28, 2011	: 7 days
May 3,4,12,18-20,24,26, 2011	: 8 days
June 10,13,14,17,24,28-30, 2011	: 8 days
July 7,15,26,27,2011	: 4 days
August 3,5,9-11,16,17,24-25,2011	: 9 days
September 19-21,23,28,30, 2011	: 6 days
October 4,6,12-14,21,24,25, 2011	: 8 days
November 22,2011	: 1 day
December 9,12,15,16,21-23,27-29, 2011	: 10 days
January 27, 2012	: 1 day
February 20,22,23,24, 2012	: 4 days
March 6,8,16,20,27,29, 30, 2012	: 7 days
April 13,17,18, 24-27, 2012	: 7 days
May 9,11,15,17,18, 21-25, 31, 2012	: 11 days
June 1,4-8,13,14,20,21,29, 2012	: 11 days
July 9,13,31, 2012	: 3 days
August 2,3,8,9,14,15,17,28, 2012	: 8 days
September 11,18,19,24,2012	: 4 days
October 9,10,15,23, 2012	: 4 days
November 26,27, 2012	: 2 days
December 10,14,19, 2012	: 3 days

January 15,16,18,21, 2013	: 4 days
February 4,14,15,20,21,28, 2013	: 6 days
May 24,27, 2013	: 2 days
July 17-19,23,31, 2013	: 5 days
August 6-8,14,16,22,23, 2013	: 7 days
September 16,17,20,24,30, 2013	: 5 days
October 14,17,29,31, 2013	: 4 days
November 18,25, 2013	: 2 days
January 13,20,21,27,30, 2014	: 5 days
February 14,17-19,21,27,2014	: 6 days
March 25, 2014	: 1 day
April 24,28,30, 2014	: 3 days
May 12,13,16,21,26-28, 2014	: 7 days
June 17,19,20,23,25-27, 30, 2023	: 8 days
July 9,14,16-18,22-24,30,31, 2014	: 10 days
August 5,6,7,8, 2014	: 4 days
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Total	763 days leave without pay

This certification issued in support to his funeral/ survivorship benefits claim with the Government Service Insurance System (GSIS).


LADIE LYN G. FUDERANAN
 OIC, Human Resource Development Section