



ENVIRONMENTAL MANAGEMENT BUREAU REGION 8
Regional Office No. VIII
DENR 8 Compound, Brgy. 2, Jones Extension, Tacloban City



MEMORANDUM

FOR : THE OIC REGIONAL DIRECTOR
Environmental Management Bureau Regional Office 8
DENR Compound, Brgy. 2, Tacloban City

FROM : JUVY J. PINSON
Administrative Officer-III

SUBJECT : REQUEST FOR MONETIZATION OF LEAVE CREDITS

DATE : February 4, 2022

In view of DENR Memo dated January 31, 2022 allowing officials and employees to take advantage of monetization of leave credits and pursuant to Rule 1 (p) 7 Book V EO No. 292, I would like to express my interest in applying for the abovementioned. The proceeds of this monetization shall be used for the Home repair and routine house maintenance.

I am applying for Twenty (20) days to be monetized.

For your information and favorable action.


JUVY J. PINSON



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JUVY J. PINSON



Republic of the Philippines
Department of Environment and Natural Resources
Environmental Management Bureau RO8
DENR Compound, Jones Ext. Brgy. 2, Tacloban City

APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT EMED/FAD	2. NAME: (Last) PINSON (First) JUVY (Middle) JERVOSO
3. DATE OF FILING February 4, 2022	4. POSITION Administrative Officer-III 5. SALARY P 32,645.10

6. DETAILS OF APPLICATION

<p>6.A TYPE OF LEAVE TO BE AVAILED OF</p> <p><input type="checkbox"/> Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> Mandatory/Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS)</p> <p><input type="checkbox"/> Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended)</p> <p><input type="checkbox"/> Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> Solo Parent Leave (RA No. 8972 / CSC MC No. 8, s. 2004)</p> <p><input type="checkbox"/> Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, s. 2005)</p> <p><input type="checkbox"/> Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010)</p> <p><input type="checkbox"/> Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended)</p> <p><input type="checkbox"/> Adoption Leave (R.A. No. 8552)</p> <p>Others: _____</p>	<p>6.B DETAILS OF LEAVE</p> <p><i>In case of Vacation/Special Privilege Leave:</i></p> <p><input type="checkbox"/> Within the Philippines _____</p> <p><input type="checkbox"/> Abroad (Specify) _____</p> <p><i>In case of Sick Leave:</i></p> <p><input type="checkbox"/> In Hospital (Specify Illness) _____</p> <p><input type="checkbox"/> Out Patient (Specify Illness) _____</p> <p><i>In case of Special Leave Benefits for Women:</i></p> <p>(Specify Illness) _____</p> <p><i>In case of Study Leave:</i></p> <p><input type="checkbox"/> Completion of Master's Degree</p> <p><input type="checkbox"/> BAR/Board Examination Review Other</p> <p>purpose: Home repair and routine home maintenance.</p> <p><input checked="" type="checkbox"/> Monetization of Leave Credits</p> <p><input type="checkbox"/> Terminal Leave</p>
<p>6.C NUMBER OF WORKING DAYS APPLIED FOR</p> <p>TWENTY (20) DAYS</p> <p>INCLUSIVE DATES</p> <p>_____</p>	<p>6.D COMMUTATION</p> <p><input type="checkbox"/> Not Requested</p> <p><input type="checkbox"/> Requested</p> <p style="text-align: right;">[Signature] (Signature of Applicant)</p>

7. DETAILS OF ACTION ON APPLICATION

<p>7.A CERTIFICATION OF LEAVE CREDITS</p> <p>As of December 2021</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Vacation Leave</th> <th>Sick Leave</th> </tr> </thead> <tbody> <tr> <td>Total Earned</td> <td>44.759</td> <td>104.98</td> </tr> <tr> <td>Less this application</td> <td>20</td> <td></td> </tr> <tr> <td>Balance</td> <td>24.759</td> <td>104.98</td> </tr> </tbody> </table> <p style="text-align: right;">MYRNA L. ESCARAN Authorized Officer</p> <p>TLB = P 32,645 X 24.078 M2 = P 784,14</p>		Vacation Leave	Sick Leave	Total Earned	44.759	104.98	Less this application	20		Balance	24.759	104.98	<p>7.B RECOMMENDATION</p> <p><input type="checkbox"/> For approval</p> <p><input type="checkbox"/> For disapproval due to _____</p> <p style="text-align: center;">ENGR. MA. CORAZON G. DACUYAN CHIEF FINANCE & ADMIN. DIVISION Authorized Officer</p>
	Vacation Leave	Sick Leave											
Total Earned	44.759	104.98											
Less this application	20												
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<p>7.C APPROVED FOR:</p> <p>20 days with pay</p> <p>_____ days without pay</p> <p>_____ others (Specify)</p>	<p>7.D DISAPPROVED DUE TO:</p> <p>_____</p> <p style="text-align: center;">ENGR. REYNALDO B. BARRA OIC - Regional Director Authorized Officer</p>												



Republic of the Philippines
Department of Environment and Natural Resources
Environmental Management Bureau RO8
DENR Compound, Jones Ext. Brgy. 2, Tacloban City

APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT ENED/FAO	2. NAME: (Last) PINSON (First) JAY (Middle) JERVOSO
3. DATE OF FILING February 4, 2022	4. POSITION Administrative Officer-III 5. SALARY P 32,665.00

6. DETAILS OF APPLICATION

6.A TYPE OF LEAVE TO BE AVAILED OF	6.B DETAILS OF LEAVE
<input type="checkbox"/> Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules implementing E.O. No. 292) <input type="checkbox"/> Mandatory/Forced Leave (Sec. 25, Rule XVI, Omnibus Rules implementing E.O. No. 292) <input type="checkbox"/> Sick Leave (Sec. 43, Rule XVI, Omnibus Rules implementing E.O. No. 292) <input type="checkbox"/> Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS) <input type="checkbox"/> Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended) <input type="checkbox"/> Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules implementing E.O. No. 292) <input type="checkbox"/> Solo Parent Leave (R.A. No. 8972 / CSC MC No. 8, s. 2004) <input type="checkbox"/> Study Leave (Sec. 68, Rule XVI, Omnibus Rules implementing E.O. No. 292) <input type="checkbox"/> 10-Day VAWC Leave (R.A. No. 9262 / CSC MC No. 15, s. 2005) <input type="checkbox"/> Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules implementing E.O. No. 292) <input type="checkbox"/> Special Leave Benefits for Women (R.A. No. 9710 / CSC MC No. 25, s. 2010) <input type="checkbox"/> Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended) <input type="checkbox"/> Adoption Leave (R.A. No. 8552) <input type="checkbox"/> Others: _____	In case of Vacation/Special Privilege Leave: <input type="checkbox"/> Within the Philippines <input type="checkbox"/> Abroad (Specify) _____ In case of Sick Leave: <input type="checkbox"/> In Hospital (Specify Illness) _____ <input type="checkbox"/> Out Patient (Specify Illness) _____ In case of Special Leave Benefits for Women: (Specify Illness) _____ In case of Study Leave: <input type="checkbox"/> Completion of Master's Degree <input type="checkbox"/> BAR/Board Examination Review Other: Home repair and routine home maintenance. <input checked="" type="checkbox"/> Monetization of Leave Credits <input type="checkbox"/> Terminal Leave

6.C NUMBER OF WORKING DAYS APPLIED FOR TWENTY (20) DAYS INCLUSIVE DATES _____	6.D COMMUTATION <input type="checkbox"/> Not Requested <input type="checkbox"/> Requested _____ (Signature of Applicant)
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7. DETAILS OF ACTION ON APPLICATION

7.A CERTIFICATION OF LEAVE CREDITS	7.B RECOMMENDATION												
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Department of Environment and Natural Resources
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APPLICATION FOR LEAVE

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