Civil Service Form No. 6
Revised 2020

CN: SNSF 2024- 007-87

2024-01149 ANNEX A

DepEd-SDO Batanes
RECEIVED
By: [illegible]
Date/Time: 7/31/24 4:00

Republic of the Philippines
Department of Education
REGION II - CAGAYAN VALLEY
SCHOOLS DIVISION OF BATANES
SABTANG NATIONAL SCHOOL OF FISHERIES
SABTANG, BATANES

APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT	2. NAME (Last)	(First)	(Middle)
SABTANG NATIONAL SCHOOL OF FISHERIES	RONIÑO	EVELYN	DELAPA

3. DATE OF FILING: 31-Jul-2024 4. POSITION: ADMINISTRATIVE AIDE VI 5. SALARY: PHP 17,553.00

6. DETAILS OF APPLICATION

6. A TYPE OF LEAVE TO BE AVAILED OF

- [ ] 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)
- [x] Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
- [ ] Maternity Leave (R.A. No. 11210/ IRR issued by CSC, DOLE and SSS)
- [ ] Paternity Leave (R.A. 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 (R.A. 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 (R.A. 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 (R.A. No. 9710/CSC MC No. 25, s. 2010)
- [ ] Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended)
- [ ] Adoption Leave (R.A. No. 8552)
- [ ] Others (Specify)

6. B DETAILS OF LEAVE

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

1/2 Working Days

INCLUSIVE DATES

July 30, 2024 (AM)

6. D COMMUTATION

- [ ] Not Requested
- [ ] Requested

(Signature of Applicant)

7. DETAILS OF ACTION ON APPLICATION

7. A CERTIFICATION OF LEAVE CREDITS

As of: July 30, 2024

	Vacation Leave	Sick Leave
Total Earned	26.917	31.917
Less this Application	0.000	0.500
Balance	26.917	31.417

BYRON C. RAMOS
Administrative Officer IV

7. B RECOMMENDATION

- [ ] For Approval
- [ ] For Disapproval due to

JEFFREY D. MEDINA
School Principal I

7. C APPROVED FOR:

1/2 day(s) with pay
____ days without pay
____ others (specify)

7. D DISAPPROVED DUE TO

DANTE J. MARCELO, PhD, CESO VI
Assistant Schools Division Superintendent