



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

August 22, 2025

**OFFICE MEMORANDUM**  
QAD-2025- 427

**DESIGNATION AS OFFICE-IN-CHARGE IN THE OFFICE  
OF THE QUALITY ASSURANCE DIVISION**

To: **SONNY S. TAYUM**  
Education Program Supervisor

1. In view of the approved vacation leave of absence of Mr. CESAR P. VERUNQUE, Chief of the Quality Assurance Division (QAD), you are hereby informed of your designation as the Office-in-Charge in the Office of the Quality Assurance Division, this DepEd Regional Office 8 effective September 1 to October 31, 2025, or until his resumption to office.
2. Relative to this, you are to act on the routinary activities in the Office of the QAD Chief, and shall act on matters that need his decisions for the continuous improvement of the office operations.
3. This designation shall not entail any additional remuneration.
4. For your compliance and guidance.



**RONEO AL K. FIRMO, CESO IV**  
Assistant Regional Director  
Officer -in-Charge  
Office of the Regional Director

QAD-CPV



Republic of the Philippines  
Department of Education  
REGION VIII - EASTERN VISAYAS

APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT Quality Assurance Division	2. NAME : (Last) VERUNQUE (First) CESAR (Middle) PAGHUBASAN	3. DATE OF FILING July 31, 2025	4. POSITION Chief Education Supervisor	5. SALARY Php 102,871.00
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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. 26, Rule XVI, Omnibus Rules Implementing E.O. No. 292)  
☐ 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. 58, 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. 8562)

Others:

6.B DETAILS OF LEAVE

In case of Vacation/Special Privilege Leave:

- ☐ Within the Philippines  
☒ Abroad (Specify) United States of America

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  
Forty-four (44) days

INCLUSIVE DATES

September 1 to October 31, 2025

6.D COMMUTATION

- ☒ Not Requested  
☐ Requested

(Signature of Applicant)

7. DETAILS OF ACTION ON APPLICATION

7.A CERTIFICATION OF LEAVE CREDITS

As of 08/13/2025

	Vacation Leave	Sick Leave
Total Earned	14.652	26.052
Less this application	44.000	-
Balance	(29.348)	26.052

EVA D. ROSALES

Administrative Officer V

7.B RECOMMENDATION

- ☒ For approval  
☐ For disapproval due to \_\_\_\_\_

RONEL AL K. FIRMO, CESO IV  
Assistant Regional Director

7.C APPROVED FOR:

14.652 days with pay  
29.348 days without pay  
others (Specify) \_\_\_\_\_

7.D DISAPPROVED DUE TO:

EVELYN R. FETALVERO, CESO III  
Regional Director