

Republic of the Philippines Department of Education Region VII, Central Visayas DIVISION OF CITY SCHOOLS CITY OF NAGA, CEBU Ecology Center, West Pob., City of Naga, Cebu Telefax No.: (032) - 4894150 Email Add.: city.naga@deped.gov.ph



CREDITS

Republic of the Philippines Department of Education Region VII, Central Visayas DIVISION OF CITY SCHOOLS CITY OF NAGA, CEBU Ecology Center, West Pob., City of Naga, Cebu Telefax No.: (032) – 4894150 Email Add.: city.naga@deped.gov.ph

CHECKLIST FOR MONETIZATION OF LEAVE



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Name: Employee #: Position Title: Monthly Salary: School:	Name: Employee #: Position Title: Monthly Salary: School:1. Request Letter (for Special Monetization)2. CSC Form 63. Service Record4. NOSA5. Plantilla5. Designation		
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Applicant	Applicant		
Verified by:	Verified by:		
CASEY MARIE A. ALFORNON Administrative Assistant III	CASEY MARIE A. ALFORNON Administrative Assistant III		



Verified by:

CASEY MARIE A. ALFORNON

Administrative Assistant III

Administrative Assistant III

Republic of the Philippines

Department of Education
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CASEY MARIE A. ALFORNON Administrative Assistant III