




Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**REGION XIII (CARAGA)**  
 1559 Matimco Bldg, Km 4., Libertad, Butuan City  
 caraga.dilg.gov.ph


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Name of Division/FOU: **FINANCE AND ADMIN. DIVISION/PERSONNEL SECTION**

**MASTER LIST OF MAINTAINED DOCUMENTED INFORMATION (INTERNAL)**

DOCUMENT CODE	DOCUMENT TITLE	REVISION					
		00	01	02	03	04	05
<b>Administration of Leave of Absences</b>							
QP-R13-FAD-13	Quality Procedure	10.16.17	4.09.18				
QO-QP-R13-FAD-13	Quality Objective	10.16.17					
QME-QP-R13-FAD-13	Quality Monitoring and Evaluation	10.16.17					
FM-QP-R13-FAD-13-01A	Process Summary Logsheets	10.16.17					
FM-QP-R13-FAD-13-01B	Process Summary Logsheets	10.16.17					

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**MASTER LIST OF MAINTAINED DOCUMENTED INFORMATION (EXTERNAL)**

DOCUMENT CODE	DOCUMENT TITLE	REVISION					
		00	01	02	03	04	05
<b>Administration of Leave of Absences</b>							
CSC Form 6	CSC Form 6 (Leave Form)						
Omnibus Rules on Leave	Omnibus Rules on Leave						
Omnibus Rules Implementing Book V of EO No. 292 and other Pertinent Civil Service Laws	Omnibus Rules Implementing Book V of EO No. 292 and other Pertinent Civil Service Laws						
CSC MC No. 16, s. 2012	CSC Memo Circular No. 16, s. 2012						
RA No. 8972	Republic Act No. 8972						
CSC MC No. 25, s. 2010	CSC Memo Circular No. 25, s. 2010						
RA No. 8187	Republic Act No. 8187						
CSC-DBM JC No. 01, s. 2006	CSC-DBM Joint Circular No. 01, s. 2006						
CSC MC No. 01, s. 2016	CSC Memo Circular No 01, s. 2016						
CSC-DBM JC No. 01, s. 2015	CSC-DBM Joint Circular No. 01, s. 2015						
CSC Form No. 7, s. 2017	Office Clearance						
DILG Circular No. 2018-10	DILG Circular 2018-10						
Leave Ledger Card	Leave Ledger Card						

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