SECOND DIVISION

[A.M. No. P-11-3010 (Formerly A.M. OCA I.P.I. No. 10-3356-P), November 23, 2011]

LEAVE DIVISION-OAS, OFFICE OF THE COURT ADMINISTRATOR, COMPLAINANT, VS. LARAINE I. CALINGASAN, COURT STENOGRAPHER II, MUNICIPAL TRIAL COURT IN CITIES, STA. ROSA, LAGUNA, RESPONDENT.

DECISION

SERENO, J.:

In a report^[1] dated 2 March 2011, Ms. Hermogena F. Bayani, Chief of the Leave Division, Office of Administrative Services, Office of the Court Administrator (OCA), transmitted the information that Laraine I. Calingasan (Calingasan), Court Stenographer II, Municipal Trial Court in Cities, Sta. Rosa City, Laguna, had incurred tardiness in the second semester of 2009, specifically on the following dates:

Month/Year	Number of Times Tardy
September 2009	11 times
November 2009	13 times
December 2009	14 times

Photocopies of Calingasan's time cards for the months of September, November, and December were attached to the aforementioned report

On 2 March 2010, Court Administrator Jose Midas P. Marquez referred the matter to Atty. Wilhelmina D. Geronga of the Legal Office of the OCA for the filing of the appropriate administrative complaint.

The OCA asked respondent on 24 March 2010 to comment on the report charging her with habitual tardiness.

In her Comment dated 28 April 2010, Calingasan explained that her son underwent an operation on 12 August 2009. His operation obliged her to clean his post-surgery wound every morning before going to the office until November 2009, when the wound fully healed. She further claims that, from August 2009 to November 2009, she had to accompany her son to the hospital several times for his medical checkup. For the month of December 2009, the justification she gave for her absences was that she was suffering from hypertension. On most mornings, she needed to take her medicine and wait for her blood pressure to go down before going to work.

The OCA, in its 14 March 2011 report, recommended that Calingasan be