



**Philippine National Volunteer  
Service Coordinating Agency**  
NEDA Complex, EDSA, Diliman, Quezon City  
Tel. Nos: 3851729/3810559 Telefax: 4357999  
Email Address: pps.pnvzca@yahoo.com

**REQUEST FOR REPLACEMENT OF  
VOLUNTEER**

*(To be submitted 3 months before the end of assignment of  
in-service volunteer for projects approved for long-term  
volunteer assistance.)*

Reference No.: \_\_\_\_\_

1. Name and Address Host Organization: \_\_\_\_\_

2. Project Title and Location: \_\_\_\_\_

3. Approved Period of Volunteer Assistance: \_\_\_\_\_

4. Volunteer/s Assigned:

<i>Name of Volunteer</i>	<i>Volunteer Sending Organization</i>	<i>Duration of Assignment</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. Please indicate reason for the replacement of volunteer.

- Pre-termination of volunteer due to urgent personal/unforeseen reason  
 End of in-service volunteer assignment

6. Preferred Volunteer Sending Organization: \_\_\_\_\_

(Australian Volunteers International (AVI); Australia Youth Ambassador for Development (AYAD); German Development Service (DED); Japan Overseas Cooperation Volunteers (JOCV); Korea Overseas Volunteers (KOV); Organization for Industrial, Spiritual & Cultural Advancement (OISCA); United Nations Volunteers (UNV); United States Peace Corps (USPC); Volunteers for Information & Development Assistance (VIDA); Voluntary Service Overseas (VSO); Others, please specify.)

7. Please attach Volunteer's Work plan

Prepared by: \_\_\_\_\_

Submitted by: \_\_\_\_\_

\_\_\_\_\_  
*Printed Name, Designation & Signature of  
Project Supervisor*

\_\_\_\_\_  
*Printed Name, Designation & Signature of  
Head of Agency*

Date: \_\_\_\_\_

**ACTION TAKEN BY PNVSCA (for PNVSCA use only)**

- Deferred due to (state reason) \_\_\_\_\_  
\_\_\_\_\_
- Disapproved (state reason) \_\_\_\_\_  
\_\_\_\_\_
- Approved/Endorsed for replacement of volunteer in the field of \_\_\_\_\_

\_\_\_\_\_  
**Date**

**JOSELITO C. DE VERA**  
Executive Director