

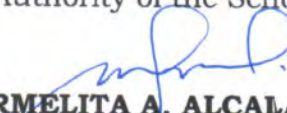



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

Office of the Schools Division Superintendent
OSDS-2024- 0024

TO: **BAC SECRETARIAT**
MRS. KARLA P. ANTONIO
DR. RUBY JEAN ESTRELLITA M. BIDAURE
MS. AMABEL A. HERRERA
MR. ANDRIE P. AMOR
MRS. IVONE MARIE V. JARDIN
MR. JESSE JOHN E. PAGASIAN
MS. MA. IRENE CECILIA A. ELEMIA
MS. PHOENE JEAN A. SAGOLILI

By Authority of the Schools Division Superintendent

FROM: 
CARMELITA A. ALCALA EdD
OIC-CID CHIEF
Office-In-Charge 

SUBJECT: **TO RENDER OVERTIME SERVICE**

DATE: March 22, 2024

1. In order to fast track the preparations of the Early Procurement Activities Report and Procurement Monitoring Report documentary requirements for submission to the central office, you are hereby directed to report to the Division Office on March 23, 2024 (Saturday).
2. You are hereby authorized to avail of non-monetary remuneration (*compensatory time-off*) for overtime services rendered in accordance with Civil Service Commission (CSC) and the Department of Budget (DBM) and Management Joint Circular No.1 s. 2015, entitled "Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees".
3. For compliance.

NCO/RVAV-EQA/OASDS-A/ EQA /micac

22 MAR 2024



Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.:(035)225-2838 / 225-2376 / 422-7644



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