



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

**Office of the Schools Division  
Superintendent**

OFFICE MEMORANDUM  
OSDS-2024- 0073

TO : **HRMPSB Secretariat**  
Ma. Irene Cecilia A. Elemia, ADAS III  
Sheena Lee B. Torres, AO II

FROM : **NERI C. OJASTRO, EdD, CESO V**  
Schools Division Superintendent  
4/15/2024

SUBJECT : TO RENDER OVERTIME SERVICE

DATE : April 8, 2024

1. In order to fast track the pre-evaluation and sorting of documents of Teacher I Applicants, you are hereby directed to report to the Division Office on Wednesday, April 10, 2024.

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/Ads/LBY/JAD/mariann  


15 APR 2024



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