



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- 0039

TO : **HRMPSB Secretariat**  
Jason A. Fermiza, AO II  
Sheena Lee B. Torres, AO II  
Alijane Mae A. Duhaylungsod, ADAS III  
Marie Stephanie A. Alcala, ADAS I  
Chris Angelo Empeso, ADA I  
Irish Mae B. Belen, ADAS III  
Ivy Rose A. Ogabang, AO II  
Mary Ann L. Balambao, ADA I  
Marielle T. Villanueva, ADAS III  
Kevin B. Samson, AO II  
Johanna Lani O. Balacy, ADAS III  
Lani B. Yurong, AO V

FROM : **NERI C. OJASTRO, EdD, CESO V**  
Schools Division Superintendent  
5/10/2024

SUBJECT : TO RENDER OVERTIME SERVICE

DATE : May 10, 2024

1. In preparation for the Open Ranking, Teaching Demonstration and Teaching Reflection of Teacher I Applicants, you are hereby directed to report to the Division Office on Saturday, May 11, 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 your information and compliance.

NCO/Ads/LBY/JAD/maryann

14 MAY 2024