



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- 0040

TO : **MS. IRISH MAE BELEN, ADAS III**  
**MS. MARY ANN L. BALAMBAO- ADA I**

FROM : **NERI C. OJASTRO, EdD, CESO V**  
Schools Division Superintendent  
*5/20/2024*

SUBJECT : **TO RENDER OVERTIME SERVICE**

DATE : **May 17, 2024**

1. You are hereby directed to render overtime service on May 18, 2024, Saturday to review and encode the Open ranking and Demonstration Teaching rating for Junior High School Level.
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 information and compliance.

NCO/AdS/NT/margann

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20 MAY 2024



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Deped Tayo SDS Negros Oriental



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