



Republic of the Philippines  
Department of the Interior and Local Government  
Regional Office IV-A

15 November 2019

**REGIONAL ORDER**

No. 2019- 927

**SUBJECT: RENDITION OF OVERTIME SERVICES**


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In the interest of the service, the following personnel are hereby directed to render overtime services on November 18-20, 2019 (5:00pm-8:00pm) to update/file documents in preparation for ISO Surveillance Audit scheduled on November 21, 2019 at DILG IV-A Regional Office, Brgy. Parian, City of Calamba, Laguna, viz:

NAME/S	POSITION
JONALYN CATE V. MAGCAYANG	LG00 IV/ ISO Process Owner
CHRISTINE T. VELEZ	STAT II/ ISO Deputy Document Controller
JOHN PAUL M. NIEVA	STAT I/ISO Regional Document Controller

Actual service rendered for overtime of above mentioned personnel on the aforementioned date shall accrue to their respective Compensatory Time-Off pursuant to CSC and DBM Joint Circular No. 2 series of 2004 dated October 4, 2004.

For compliance.

  
**ELIAS F. FERNANDEZ, JR.**  
OIC – Regional Director



**"Matino, Mahusay at Maaasahan"**