



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION IV-A CALABARZON

15 November 2018

REGIONAL OFFICE ORDER
No. 2018-033

SUBJECT: OVERTIME SERVICE

In the interest of the service, **ADA IV Joel B. Gaona** is hereby directed to render overtime service on November 19, 2018 (5:00 PM – 9:00 PM) at DILG IV-A Regional Office, Brgy. Parian, City of Calamba, Laguna to finalize the ISO Documents.

Actual service rendered for overtime of the 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.


MANUEL Q. GOTIS, CESO III
Regional Director 



"Matino, Mahusay at Maaasahan"

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