



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

7 June 2019

**REGIONAL OFFICE ORDER**  
**No. 2019-07**

**SUBJECT: OVERTIME SERVICE**

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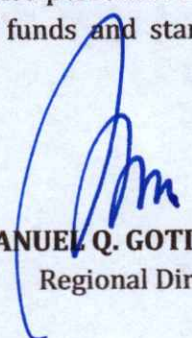
In the interest of the service, the following personnel are hereby directed to render overtime service on the following date at DILG IV-A Regional Office, Brgy. Parian, City of Calamba, Laguna, viz:

NAME	SCHEDULE	PURPOSE
AO V MARIA CONCEPCION A. GONZALES ADAS II JAYBEE B. ACO ADA I MELVIN MERCADO ADA I JASTIN A. CERNITO	June 8, 2019	-Profiling of applicants for Pre-Qualifying Examination
ADA I DALE ALEXIS S. BARUEL	June 8-9, 2019 June 22-23, 2019 June 29-30, 2019	-Encoding of disbursement vouchers of DILG Provincial Office CY 2018

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

Moreover, payment of services of contract of service personnel on the aforementioned date is hereby authorized subject to the availability of funds and standard accounting and auditing rules and regulations.

For Compliance.

  
**MANUEL Q. GOTIS, CESO III**  
Regional Director



**"Matino, Mahusay at Maaasahan"**