



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

MAR 08 1988

DENR SPECIAL ORDER)
NO. 154 :
Series of 1988)

SUBJECT : Authorizing the rendering of over-
time services of some employees of
the Personnel Section, Forest
Management Bureau, to work on the
Plantilla and Salary Adjustment and
Salary Notices pursuant to NCC Nos.
50 and 51, series of 1988 and the
updating of leave cards of employees.

In the interest of the service and in order to enable the Personnel Section, Administrative Division, Forest Management Bureau to finish the Plantilla of Personnel and Salary Adjustment and the corresponding Salary Notices pursuant to NCC Nos. 50 and 51 dated January 20, 1988 of the Department of Budget and Management and to update the leave credits and service records of employees preparatory to their transfer as a result of the reorganization, authority is hereby granted to the herein employees of the Personnel Section, Administrative Division, Forest Management Bureau, to render overtime work.

1. Estelita S. Maglanque
2. Lolita C. Guance
3. Julieta Guevara
4. Clarissa Tabayan
5. Estelito Mendoza
6. Melinda Campos
7. Roxanne Hipolito
8. Emelinda Limpin
9. Nestor Guerrero
10. Corazon Damasen

The herein personnel shall be entitled to payment of honorarium/allowance in lieu of overtime pay equivalent to their monthly basic salary but not exceeding P1,500.00 each per month from February 12 to March 31, 1988 pursuant to LOI No. 78-77 particularly under Item No. 1-a of Section B, General Guidelines thereof chargeable against the funds of Forest Management Bureau, subject to the availability of funds and the usual accounting and auditing rules and regulations.

RECOMMENDING APPROVAL:

ROLLEO L. IGNACIO
ROLLEO L. IGNACIO

Undersecretary for Natural Resources

Cirilo B. Serna
CIRILO B. SERNA

Director

Visayas Avenue, Diliman, Quezon City