



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

FEB 05 1988

DENR SPECIAL ORDER
NO. 62
Series of 1988

SUBJECT: RENDERING OF OVERTIME SERVICES OF THE
CASHIER'S UNIT PERSONNEL OF THE FOREST
MANAGEMENT BUREAU FOR THE ANNUAL CLOSING
OF BOOKS OF ACCOUNT AND PREPARATION OF
FINANCIAL STATEMENTS AND REPORTS.

In the interest of the service and in order to meet the deadline set in the annual closing of books of accounts and the submission and preparation of financial statements and reports of the Bureau of Forest Development covering the last CY 1987, there is hereby organized a working group in the Forest Management Bureau, DENR, to be composed of Cashier's Section, Administrative Division personnel whose list shall be submitted and certified to as having rendered overtime by the Chief of the Division. Such personnel are entitled to payment of honorarium/allowance in lieu of overtime pay equivalent to their monthly basic salary but not exceeding ₱1,500.00 each per month, effective January 2 - March 31, 1988, pursuant to LOI No. 565 as implemented by COA Circular No. 78-77 particularly under Item No. 1c(6) of Section B-General Guidelines thereof, chargeable against the funds of the Bureau, subject to the availability of funds and the usual accounting and auditing rules and regulations.


ROLLEO L. IGNACIO
Undersecretary for Natural Resources