



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

December 29, 1989

Special Order
No. 1192
Series of 1989

SUBJECT: Authority to render overtime services to selected personnel of the Planning Service.

In the exigency of the service and in connection with the Preparation, Review of the 1990 Budget Proposals and Physical Target, Preparation of 3rd Quarter 1989 physical Accomplishments of the Department and Preparation of Justifications Required by the House of Representatives, Senate and Department of Budget and Management, etc., selected personnel of the Planning Service are hereby authorized to render overtime services during regular days, Saturdays, Sundays and Holidays during the period of 01 October 1989 to 30 December 1989.

Abella, Rolando	- Planning Officer III
Agir, Rodrigo Jr.	- Project Devt. Off. II
Almario, Medarde	- Project Devt. Off. III
Amador, Bernardo	- Project Devt. Off. III
Ballon, Normita	- Planning Officer II
Basilio, Apolonio	- Planning Officer III
Benoza, Benigno Jr.	- Project Devt. Off. I
Cabrera, Teodora	- Planning Officer II
Cantil, Erlinda	- Input Machine Operator
Estarija, Daniel	- Proj. Devt. Off. III
Flordeliz, Rita	- Proj. Dev't. Off. II
Francisco, Caridad	- Eco. Researcher
Garcia, Emerson	- Planning Officer III
Garrido, Fe	- Planning Officer III
Gomez, Yolanda	- Planning Officer IV
Guzman, Lilian de	- Planning Officer I
Leon, Febes de	- Proj. Devt. Off. I
Leonin, Cynthia	- Proj. Devt. Off. I
Mahinay, Florisa	- Proj. Devt. Off. II
Manaloto, Danilo	- Proj. Devt. Off. II
Mangubat, Leonora	- Proj. Devt. Off. IV
Manuel, Myrna	- Planning Officer I
Martin, Joselito	- EDP Researcher
Martinez, Ma. Cristina	- Planning Officer II
Mendoza, Cecilia	- Clerk II
Oredina, Araceli	- Proj. Devt. Off. III
Ombao, Rodel	- Clerk II
Pagayon, Cresencia	- Administrative Off. I
Prospero, Aurora	- EDP Researcher
Raflores, Lilia	- Planning Officer V
Rivera, Estela	- Proj. Devt. Off. I
Rodriguez, Jocelyn	- Proj. Devt. Off. II
Rotol, Luminada	- Planning Officer II
Sanchez, Agnes	- Proj. Devt. Off. II
Santelices, Oscar	- Planning Officer II
Sapaden, Samson	- Planning Officer II
Suarez, Emmanuel	- Planning Officer I
Texon, Juliet	- Project Devt. Officer V
Valenzuela, Editha	- Data Input Machine Oprtr.
Yboa, Lilian	- MISD Controller

Ylagan, Vicky

- Planning Officer II

All concerned shall record their overtime work in their time card using the Bundy clock. A list of specific output of overtime work shall be certified by the employees and attested by their supervisor shall be required as documentary support for overtime pay claim.

The personnel concerned who are authorized/required to render overtime services are entitled to payment for services rendered by the hour to commence immediately after the regular working hours during regular days and 8:00 a.m. to 5:00 P.M. during Saturdays, Sundays, and Holidays, pursuant to the provision of Memorandum Order No. 228 and National Budget Circular No. 410 dated 28 April 1983, chargeable against any funds/savings of the Department, subject to the availability of funds and usual budgeting, accounting and auditing rules and regulations.

By Authority of the Secretary:

December 29, 1989

ROLANDO E. METIN
Asst. Secretary for
Management Services

*period pay
is based on
work record
in the
Bundy clock*

• Recommending Approval:

FRANCISCA N. DAYRIT
OIC, Planning Service

Noted By:

RICARDO M. UMALI
Undersecretary for Planning,
Policy and Project Management