



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

02 January 1989

SPECIAL ORDER  
NO. 162  
Series of 1989

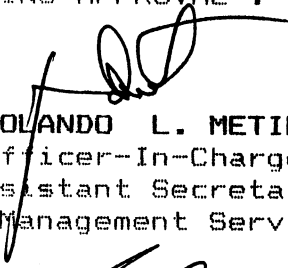
S U B J E C T : AUTHORIZING PERSONNEL OF THE  
FINANCE AND PLANNING SERVICES/  
DIVISIONS, DENR TO CLAIM  
OVERTIME PAY.

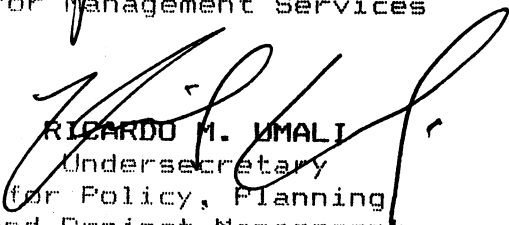
In the interest of the service and in line with the submission of the 1989 Work and Financial Plans as well as the preparation of the 1990 Budget Proposals of this Department, including the closing of the accounting books of accounts for Fiscal Year 1988, Finance, Planning, Accounting and other personnel involved at the Department Proper, Staff Bureaus and Regional Offices including Attached Agencies are hereby authorized to render overtime services during regular days, Saturdays, Sundays and Holidays effective 02 January 1989 to 31 March 1989.

As such the personnel concerned as authorized to render overtime by the respective Head of Agency/Office are entitled to payment of overtime pay by the hour to commence at 5:00 P.M. during regular days and 8:00 A.M. during Saturdays, Sundays and Holidays, pursuant to the provisions of Letter of Instruction No. 565 as implemented by COA Circular No. 78-77, particularly under Item No. 1.c (6) of Section B General Guidelines thereof, chargeable against the funds of the DENR and the respective Bureaus, Regions and Attached Agencies subject to the availability of funds and the usual budgeting, accounting and auditing rules and regulations.

  
FULENCIO S. FACTORAN, JR.  
Secretary

RECOMMENDING APPROVAL :

  
ROLANDO L. METIN  
Officer-In-Charge  
Assistant Secretary  
for Management Services

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