



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

FEB 0 5 1990

DENR Special Order
No. 102
Series of 1990

SUBJECT: Authorizing the personnel of the Accounting Division to render overtime services.

In view of the closing of the books of accounts and the increasing volume of financial transactions, the personnel of the Accounting Division who are listed hereunder are hereby authorized to render overtime services from February 1, 1990 to February 15, 1990 and be compensated by the hour in accordance with the provisions of Memorandum Circular No. 228 dated March 29, 1989 as implemented by National Budget Circular No. 410 dated April 28, 1989.

Juanito Munsayac	Evangeline Ferrer
Andrea Ramos	Isidoro Montoya
Ofelia del Rosario	Ma. Lourdes Casal
Elvira Caparas	Dalisay Pascual
Letecia A. Llamera	Amador Tendido
Josephine Eborá	Mabel F. Coloma
Venus Berongoy	Evelyn Nillosan
Alicia Mallilin	Joel Racela
Elenito Cunanan	Amparo Gerez
Necita Roxas	Concepcion Cunanan
Alma C. Logmao	Socorro Oloteo
Jane Bautista	Perpetua Tomas
Luzcely Vedan	Zenaida Gutierrez
Purificacion Daffon	Petra Tabucol
Josephine Alfaro	Corazon Rapadas
Lourdes Chua	Visitacion Banares
Ma. Alma Pilipina	Generosa Laoagan
Mary June Dandan	Erlinda Domingo
Brigida Tacuboy	Nelly B. Villarama
Milagros C. Castro	Luciano C. Dimaano
Conrado C. Rosario	Tessie B. Pomar
Arlene M. Magpayo	Nadia Calungcagin
Teresita L. Alvarez	Barbara T. Reyes
Charito Castillo	Lydia Bona
Teodoro Guevarra	Dolores Angco
Cresencia Galalde	Catherine Manalansan
Remedios Mercado	Erlinda Romulo
Carolina Lopez	

The rendition of overtime services is necessary in order to update the book of accounts and to facilitate the preparation of year-end financial reports and statements to be submitted on or before the deadline set by the Commission on Audit and Department of Budget and Management.

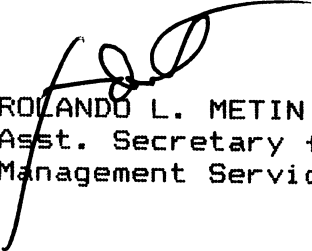
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It is understood, however, that not all persopneel listed in the work plan will render overtime services all at the same time. Some will render overtime services during Saturdays, Sundays and Holidays, others on rotation basis as their services are needed.

Funds for the purpose shall be chargeable against savings in personal services of DENR.

APPROVED:
By Authority of the Secretary



ROLANDO L. METIN
Asst. Secretary for
Management Services

EQB/TLA/ACL/nbv