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Department of Environment and Natural Resources
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OCT 01 2020

SPECIAL ORDER

No. 2020 - 428

SUBJECT: AUTHORIZING THE ACCOUNTING DIVISION AND BUDGET DIVISION TO RENDER OVERTIME SERVICES FOR THE PERIOD COVERING OCTOBER 1 TO DECEMBER 31, 2020

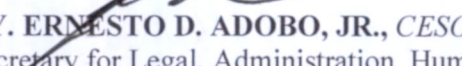
In the interest of the service and in order to ensure the submission of Budget and Financial Accountability Reports (BFARs) and Quarterly Financial Reports required by the Commission on Audit, Department of Budget and Management and other oversight agencies, the Accounting Division and Budget Division are hereby authorized to render overtime services for the period covering October 1 to December 31, 2020.

The rendition of overtime services shall strictly conform to the attached Overtime Work Plan (Annex A), which specifies the names of personnel authorized to render overtime services, purpose, expected output and the specific period of overtime rendition.

As such, they shall be entitled to overtime pay subject to the provisions of Civil Service Commission and Department of Budget and Management Joint Circular No. 1 series of 2015¹.

Funds for this purpose shall be charged against DENR funds subject to the usual accounting and auditing rules and regulations.

This Order takes effect immediately and supersedes all orders inconsistent herewith.


ATTY. ERNESTO D. ADOBO, JR., CESO I
Undersecretary for Legal, Administration, Human
Resources and Legislative Affairs



¹ Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees