



Republic of the Philippines
Department of Environment and Natural Resources
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MAR 29 2021

SPECIAL ORDER
No. 2021 - 350

SUBJECT: AUTHORIZING THE BUDGET DIVISION TO RENDER OVERTIME SERVICES FOR THE PERIOD COVERING APRIL 1 TO SEPTEMBER 30, 2021.

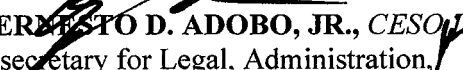
In the interest of the service and in order to ensure the timely submission of FY 2022 Budget Proposals, Preparation, Consolidation, Packaging of Budgetary Requirements for a series of Budget Briefings/Hearings together with supporting documents, Work and Financial Plan, Monthly Disbursement Program (MDP), and Quarterly Budget and Financial Accountability Reports (BFARs) required by the Department of Budget and Management, Commission on Audit, both House of Representatives and Senate; and other reports required by the aforementioned offices and the DENR Management; considering that these requirements are essential, deadline based and not part of the regular activity, the Budget Division are hereby authorized to render overtime services for the period covering **April 1 to September 30, 2021.**

The rendition of the 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 specified 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 2015.

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.


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

