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MEMORANDUM CIRCULAR

No. 2005- 016

(OCT 26 2005)


TO : All Officials and Employees
DENR Central Office, Bureaus, Regional Offices,
PENROs and CENROs

SUBJECT : **AMENDMENTS TO DENR MEMORANDUM
CIRCULAR No. 2005-002, GUIDELINES ON THE
IMPLEMENTATION OF NON-MONETARY
REMUNERATION FOR OVERTIME SERVICES**

Pursuant to Civil Service Commission and Department of Budget and Management Joint Circular No. 2-A, dated 01 July 2005, amending certain provisions of CSC-DBM Joint Circular No. 2, Series of 2004, DENR Memorandum Circular No. 2005-002, **Guidelines on the Implementation of Non-Monetary Remuneration for Overtime Services** is hereby amended:

1. Section 12 shall read as follows:
 12. The Compensatory Overtime Credits (COCs) should be used as time-off within the year these are earned until the immediately succeeding year. Thereafter, any unutilized COCs are deemed forfeited.
2. Section 15 is added to read as follows:
 15. Issues or conflicts on the accrual of COCs and availment of Compensatory Time Off (CTOs) shall be referred to CSC for resolution while other issues on the implementation of the aforesaid CSC-DBM Joint Circular shall be resolved by DBM.

This Order shall take effect immediately and supersedes all other provisions inconsistent herewith.


MICHAEL T. DEFENSOR
Secretary

