



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL


---

Office of the Schools Division Superintendent

INTER-OFFICE MEMORANDUM

No. 69, s. 2021

TO : MS. RUBY JEAN ESTRELLITA M. BIDAURE, AO IV  
MS. AMABEL A. HERRERA, ADAS II  
MR. JESSE JOHN E. PAGASIAN, ADAS III

FROM :   
SENEN PRISCILLO P. PAULIN, CESO V  
Schools Division Superintendent

SUBJECT : OVERTIME SERVICES

DATE : November 11, 2021

- 
1. You are hereby directed to render overtime services to work on procurement or any BAC activities.
  2. Overtime pay shall be charged against sale of bidding documents subject to the usual accounting and auditing rules and regulations.
  3. Please be guided accordingly.

SPP/JMA/MKP/NLR/Admin/LBY

