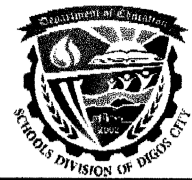




Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City




DIVISION MEMORANDUM
No. 827, s. 2017

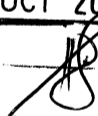
October 20, 2017

AUTHORITY TO RENDER OVERTIME

To: **AIRON M. ALEJANDRO**
Planning Officer III

1. In connection to the Enhanced Basic Education Information System (EBEIS) submission and validation for the Beginning of School Year (BOSY) 2017 – 2018 and encoding in the Learner Information System (LIS) for SY 2017 - 2018, you are hereby authorized to render overtime services as stipulated in item V.5.b of DepEd Order 45, s. 2017 states "All personnel involved in the LIS and EBEIS in all the public schools, districts, division and regional offices, all are allowed to render overtime (OT) services with pay during weekdays, weekends, and holidays when necessary to meet the target schedules."
2. In line with this, you may render overtime for the period October 21, 2017 to November 5, 2017 from 6:00PM to 10:00PM during regular working days and during Saturdays, Sundays and Holidays.
3. For your information and compliance.


WINNIE E. BATOON, Ed.D.
Officer in Charge
Office of the Schools Division Superintendent

Schools Division Office of Digos City
RELEASED 11440
Date: 27 OCT 2017 Time: 8:45 AM
av: 

Encls: List Enclosures
References: DepEd Order Unnumbered Memorandum
To be indicated in the Perpetual Index under the following subjects:
SUBJECT

DepED Planning: **Authority to render overtime**

26 October 2017