



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

March 13, 2020

**OFFICE MEMORANDUM**

No. **124**, S. 2020

To: Ms. Remedios L. Alejandro  
Ms. Maria Cynthia A. Tuazon  
Ms. Fernanda L. De la Cruz  
Ms. Nenita D. Malquisto  
Ms. Milgrace A. Gaddi  
Ms. Juditha P. Antido  
Mr. Joselito E. Enriquez  
Mr. Regin T. Virtudes

**AUTHORITY TO WORK OVERTIME SERVICES**

1. In response to the declaration of state of public health emergency because of COVID-19, this Office shall release the salary of all teaching and non-teaching employees for the month of March 2020 as early as **March 16, 2020**.
2. Relative thereto, you are hereby directed to render overtime services on **March 14-15, 2020 (Saturday-Sunday)** for the preparation and printing of payroll for the month of March 2020.
3. A Certificate of Overtime Credit (COC) shall be issued for the services rendered upon compliance with the necessary documents.
4. For strict compliance

**RAMIR B. UYTICO EdD, CESO IV**  
Director IV

AD-PS-EDR

