

Republic of the Philippines OFFICE OF THE SECRETARY

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SPECIAL ORDER

No. <u>|4|</u> Series of 2024

SUBJECT:

AUTHORITY TO RENDER OVERTIME SERVICES OF THE ICT PLANNING AND STANDARDS DIVISION (ICTPSD) PERSONNEL OF THE INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE (ICTS) FOR THE CALENDAR YEAR (CY) 2024

In the exigency of the service and to address additional tasks beyond regular office hours, the following ICT Planning and Standards Division (ICTPSD) staff are hereby authorized to render overtime services for the Calendar Year (CY) 2024 in accordance with CSC and DBM Joint Memorandum Circular No. 2, series of 2004, dated October 4, 2004, on Non-Monetary Remuneration for Overtime Services Rendered:

Name of Staff	Position
Xerxees R. Remorozo	Information Technology Officer III
Laurenz Marvin A. Rosales	Information Technology Officer I
Ma. Elena Camille B. Salgado	Information Systems Analyst II
Ria Zabrina A. Amistoso	Information Systems Analyst II

This Order shall take effect on January 2, 2024 until December 31, 2024 or earlier revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 1st day of Fobruary 2024.

FRANCISCO P. TIU LAUREL JR.





