



Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF CALBAYOG CITY  
*P2, Calbayog City Division, Calbayog City, Samar*

**OFFICE MEMORANDUM**

No. 028, s. 2026

TO: PERSONNEL SECTION  
SCHOOL-BASED ADMINISTRATIVE OFFICER II

SUBJECT: **RENDER OVERTIME**

DATE: May 15, 2026

1. This Office hereby informs the following Personnel concerned to render Overtime on May 15-17 2026, to prepare the documents for the Final Validation for Teacher I Applicants, and on May 18-21, 2026 (after 5:00pm) during the final validation conducted in the CCNHS.
  - a. Hannah A. Gensis
  - b. Jennifer Campillo-Alvarez
  - c. Ma. Liela Loyola
  - d. Myrna Delos Santos
  - e. Jomarton Ladag
  - f. Dave Mark Celum
2. All concerned will be granted an Overtime service credit.
3. Immediate dissemination and strict compliance with this Memorandum are directed.



**MARGARITO A. CADAYONA, JR. PhD, CESO VI**  
Schools Division Superintendent  
Office of the Schools Division Superintendent