



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

OFFICE MEMORANDUM

No. 047, s. 2026

TO: PERSONNEL SECTION

SUBJECT: **RENDER OVERTIME**

DATE: **August 10, 2026**

1. In view of the urgent need to complete the processing and issuance of personnel appointments of those who were reclassified under ECP, we respectfully request the following Personnel concerned to report to the office and render Overtime on Tuesday, August 11, 2026:
 - a. Hannah Gensis
 - b. Ma. Liela Loyola
 - c. Rowena Amoguez
 - d. Myrna Delos Santos
 - e. Rosana Rodriguez
 - f. Mary Grace Cailo
2. All concerned will be granted an Overtime service credit on August 11, 2026.
3. Immediate dissemination and strict compliance with this Memorandum are directed.

for: *[Signature]*
MARGARITO A. CADAYONA, JR. PhD, CESO VI
Schools Division Superintendent
Office of the Schools Division Superintendent



Address: P2 Brgy. Hamorawon, Calbayog City, Samar
Email Address: calbayogcity@deped.gov.ph
Website: <https://calbayogcity.deped.gov.ph/>

