



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

OFFICE MEMORANDUM

No. 053, s. 2026

TO: ICT UNIT

SUBJECT: **RENDER OVERTIME**

DATE: **July 23, 2026**

1. This Office hereby informs the Personnel concerned to render Overtime on July 23, 2026 to September 30, 2026, to develop a new payroll system with human resource information system modules.
 - a. Gary H. Ballon (ITO 1)
 - b. Drixel Idol R. Ortega (ADAS III)
2. All concerned will be granted **Overtime Pay**.
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



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