



Republic of the Philippines
Department of Education
 REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

OFFICE MEMORANDUM

BAC-2025- 010

28 JAN 2025

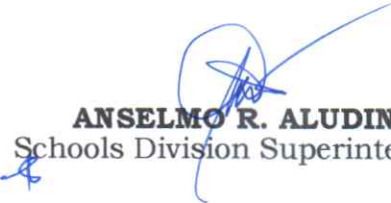
APPROVED REQUEST TO RENDER OVERTIME SERVICES

To: Bids and Awards Committee Secretariat

1. In response to the request for authorization to render overtime services, permission is hereby granted to the members of the Bids and Awards Committee (BAC) Secretariat work overtime on January 29, 2025, and February 8, 2025, from 8:00 AM to 5:00 PM. This authorization aims to ensure compliance with record-keeping standards, facilitate the organization of procurement documents, and support preparations for future audits and reporting requirements for all BAC files. The following personnel will be entitled to Compensatory Overtime Credits (COC):

Name	Position
Aubrhey Marie R. Oasay	Head
Pauline Joyce F. Lopez	Member
Jhen Abigail O. Ruadap	Member
Maribel A. Tutaan	Member
Maurichy Alwenor C. Bandiola	Member
Gideon B. Bonifacio	Member
Chrisse Julianne R. Pugat	Member
Dale Justine S. Rabena	Member

2. For information and guidance.


ANSELMO R. ALUDINO
 Schools Division Superintendent

ASB/OM-Approved Request to Render Overtime Services
 25001/ January 27, 2025

 SDCB RECORDS UNIT
 2501597



Asuncion Street, 16-S Quiling Sur,
 City of Batac, Ilocos Norte
 Telephone No.: (077) 677-1993



DepEd Batac City



batac.city@deped.gov.ph



www.csdbatac.com