

REPUBLIC OF THE PHILIPPINES  
MINISTRY OF PUBLIC WORKS AND HIGHWAYS  
OFFICE OF THE MINISTER  
BONIFACIO DRIVE, PORT AREA, MANILA

1 June 1984 ✓

MINISTRY ORDER )

NO. **23** )

SUBJECT: Supplementing Ministry Order No. 4  
dated 12 January 1984.

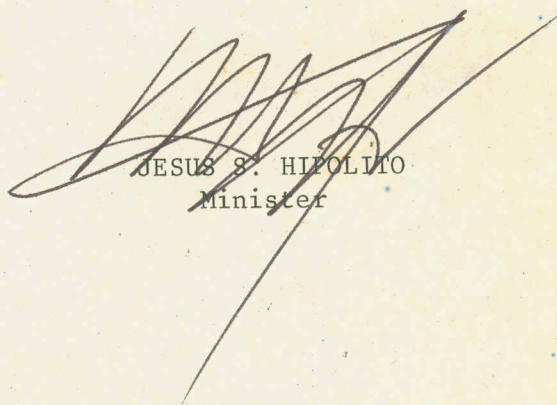
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In line with the provisions of Letter of Implementation No. 146 dated 7 February 1984, directing the implementation of economy measures in government and generation of savings for CY 1984, overtime work to be rendered for purposes of honoraria shall not exceed two hours a day during regular working days and eight hours during Saturdays. Definitely no overtime work shall be rendered during Sundays and holidays, except those who are authorized by the Minister to do so in order to meet specific deadlines.

In this connection, all officials and employees shall see to it that only areas where overtime work are being rendered shall be lighted and that all lights and other electrically operated equipment and facilities shall be put-off after 7 o'clock p.m. during regular working days and after 5 o'clock p.m. during Saturdays. The Facilities Maintenance Division personnel in coordination with the Security Guards on duty shall be jointly responsible for inspecting work areas and premises with the end in view of putting-off all lights and electrically operated equipment and facilities after 7 o'clock in the evening during regular working days and after 5 o'clock in the afternoon every Saturdays.

This supercedes the Memorandum to all officials and employees of this Ministry dated 22 May 1984 and shall take effect 1 June 1984.

For immediate compliance.

  
JESUS S. HIPOLITO  
Minister

OK for file - 6/13/84