



UNIVERSITY OF THE PHILIPPINES MANILA

The Health Sciences Center
8th Floor, PGH Building, Taft Avenue, Manila

Office of the Chancellor

February 9, 2010

MEMORANDUM NO. RLA 2010-021

FOR : ALL DEANS/DIRECTORS/HEADS OF OFFICES
Attention: Administrative Officers

FROM : *RLA*
RAMON L. ARCADIO, MD, MHPEd, Dr. Hum
Professor and Chancellor *HR*

FEB 16 2010

SUBJECT : REVISED IMPLEMENTING GUIDELINES ON THE GRANT
OF REQUEST FOR OVERTIME

Please be informed of the Revised Implementing Guidelines on the Grant of Request for Overtime.

The revised implementing guidelines will take effect on March 1, 2010.

For your information and guidance. Thank you.

