SPECIAL ORDER NO. 507
Series of 2010

In the interest of the service and to provide additional manpower for evaluation and review of documents during the BM peak season, **MS. VIOLETA V. BERSAMEN, OIC-Central Records Division** is hereby designated as Evaluator for Balik-Manggagawa Processing Center from Dec 30, 2010 up to February 15, 2011. She shall extend assistance to the **BMPC** during the period, specifically from 7:00am to 10:00am and from 4:00pm onwards or upon instruction of Director II, Administrative Branch.

As such, Ms. Violeta V. Bersamen is entitled to compensatory time-off for work rendered beyond the eight-hour duty and on Saturdays, Sundays and official holidays, subject to the availability of funds and the usual accounting and auditing rules and regulations.

For compliance.

Mandaluyong City, 30 December 2010

**STELLA Z. BANAUIS**
Deputy Administrator and Officer-in-Charge