



Republic of the Philippines
Department of Natural Resources
OFFICE OF THE SECRETARY
Diliman, Quezon City

March 28, 1977

SPECIAL ORDER)
No. 90 :
Series of 1977)

SUBJECT: Authorizing Mrs. Julita delos Reyes Asst. Chief Accountant to sign vouchers not more than ₱5,000.00 as to the availability of funds, in a concurrent capacity with Mr. Porfirio T. Villena, OIC, Office of the Chief Accountant this Department.

Mrs. Julita delos Reyes, Asst. Chief Accountant, this Office is hereby authorized to sign the following;

1. All items amounting to not more than ₱5,000.00 such as printed forms, papers, stencils, inck, pads, gas, electricity, alcohol, water, soap, powder, brushes, motor vehicle, fuel, lubricants, tires, batteries, repair parts, nails, medical supplies, construction materials and other expendable property normally consumed within one year after being put into use, or converted in the process of manufacture or constructions;
2. Payment of subsequent fixed expenditures such as rentals, subscriptions to periodicals, and other expenditures which are recurring and fixed in nature;
3. Payment of subsequent salaries and of officers and employees, either under original appointment, promotional appointment by reinstatement and employment under labor payroll chargeable against project funds other than the last salary;
4. Vouchers covering expenditures other than those enumerated in number (1) involving not more than ₱10,000.00.

All this authority is in accordance with the provision of COA Circular No. 76-26 dated April 6, 1976 on pre-audit.

This order shall take effect immediately and shall remain in force until revoked in writing.


JOSE J. LEIDO, JR.
Secretary