



Republic of the Philippines
Ministry of Natural Resources
OFFICE OF THE MINISTER

April 1, 1982

SPECIAL ORDER

No. 183
Series of 1982

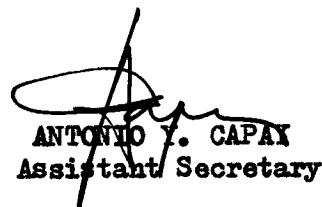
SUBJECT: Authorizing Mr. Ricardo O. Ramirez Special Messenger, Records & Documents Section, GSD to reimburse/claim transportation expenses while delivering urgent/important documents to attached agencies/bureaus and other offices.

In the interest of the service and in view of the nature of his work as Special Messenger in the Records & Documents Section, GSD, which is to collect or deliver official correspondence or documents to offices concerned which are so urgent or important that require immediate action which cannot wait for the next regular run of the messenger, Mr. Ricardo Ramirez is hereby authorized to claim reasonable transportation expenses while performing his official functions and duties outside official place of assignment.

As such he is required to present proper itinerary of travel duly attested by the Section Chief and also Certificate of Appearance properly signed by the Official with whom he transacted business.

This reimbursement however, is subject to the availability of funds and usual accounting and auditing rules and regulations.

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


ANTONIO Y. CAPAX
Assistant Secretary