March 8, 1982

Special Order No. 23 Series of 1982

SUBJECT: Authorizing Mr. Jaime Cabrera and Mesdames Melita Belicena and Ayda

Mesdames Melita Belicena and Ayda Zoleta to reimburse/claim transportation expenses while on official business to do research work and coordination with other offices.

In the interest of the service and in view of the nature of their work in the Information Division which requires research work and coordination, Mr. Jaime Cabrera and Mesdames Melita Belicena and Ayda Zoleta are hereby authorized to claim reasonable transportation expenses while performing their official functions and duties within Metro Manila.

As such, they are required to present proper itinerary of travel duly attested by their section chief and also certificate of appearance properly signed by the official with whom they have transacted business.

These reimbursements are however, subject to the availability of funds and the usual accounting and auditing rules and regulations.

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

ANTONIO Y. CAPAY Assistant Secretary

/j jm