



Republic of the Philippines

Ministry of Natural Resources

Visayas Avenue, Diliman, Quezon City, Metro Manila

01 October 1987

SPECIAL ORDER)
No. 588 :
Series of 1987)

SUBJECT: Assigning Certain Authorities to the Assistant Secretary for Management Services and to the Chief, Administrative Service In the Absence of the Undersecretary for Legal and Management Services.

In the interest of the service and to provide continuity of administrative and financial operations during the official travel abroad of the Undersecretary for Legal and Management Services from October 5-16, 1987, the following authorities are hereby delegated as follows:

1. To the Assistant Secretary for Management Services:
 - 1.1 the authorities to approve travels, requisition/issue vouchers, purchase orders, disbursement vouchers, request for obligation and allotment, checks and treasury warrants and to sign financial reports and communications intended for the Department of Budget and Management and the Commission on Audit, which have been delegated to the USEC for Legal and Management Services thru General Administrative Order No. 4, Series of 1987.
 - 1.2 the authority to recommend for approval of requisition/issue vouchers, disbursement vouchers, purchase orders and other financial

documents which require the recommendation of the Undersecretary for Legal and Management Services for approval of the Secretary.

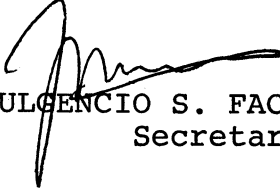
1.3 All other functions that refer to finance and administration that require the action of the Undersecretary for Legal and Management Services.

2. To the Chief, Administrative Service -

2.1 the authority to recommend for approval requisition/issue vouchers, purchase orders, disbursement vouchers and other financial documents which require the recommendation of the Assistant Secretary for Management Services as delegated thru General Administrative Order No. 4.

2.2 signing checks and treasury warrants as delegated to the Assistant Secretary for Management Services in General Administrative Order No. 4.

This Order takes effect October 5, 1987 until the Undersecretary for Legal and Management Services returns from his official mission abroad.


FULGENCIO S. FACTORAN, JR.
Secretary