




DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

OCT 20 1989

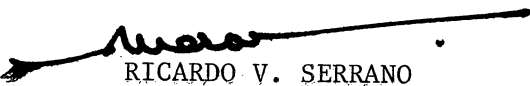
DENR SPECIAL ORDER
No. 953
Series of 1989

SUBJECT: Authority of MS. ROSITA O. DE GUZMAN
to handle Petty Cash Advance for the
Library Section, Public Affairs Office.

1. In the interest of the service and in order to facilitate support activities of the Library Section, Public Affairs Office, Ms. Rosita O. de Guzman is hereby authorized to handle Petty Cash Advance to cover miscellaneous expenses of said Office.
2. Ms. Rosita O. de Guzman shall handle Petty Cash Advance amounting to One Thousand Nine Hundred Pesos (₱1,900.00) in each case and shall be guided by the existing rules and regulations regarding the disbursement of funds which shall be entrusted to her by virtue of this order.
3. She shall immediately liquidate the petty cash advance when no longer needed.
4. This order shall take effect immediately.


ROLANDO L. METIN
Assistant Secretary
for Management Services

RECOMMENDING APPROVAL:


RICARDO V. SERRANO
Director
Public Affairs Office