

SPECIAL ORDER No. //25 Series of 1993 SEP 0 3 1993

SUBJECT: Designating Mr. Amado Espanol of the Cashier Section as Special Disbursing

Officer

In the interest of the service, MR. AMADO ESPANOL is hereby designated as Special Disbursing Officer and as such is authorized to hold cash advance amounting to P50.000 to defray expenses to be incurred in the conduct of the seminar-workshop on the Basic Principles in Internal Control and Internal Auditing to to be held at the HRDS Training Center, DENR proper, Visayae Avenue, Diliman, Quezon City on September 6-8, 1993.

In addition thereto, Ms. Emma Alconis and Messrs. Angelito Fontanilla and Amado Espanol are hereby authorized to participate/attend in the said seminar and are entitled to payment of seminar fee of P1,500 each, chargeable against the allotment of the Department.

As Disbursing Officer, he shall be guided by the existing laws, rules and regulations regarding the handling of cash advance entrusted to him shall be immediately liquidated when no longer needed.

This Order takes effect only on the duration of the seminar.

MANUEL E GONZALEZ, JR.
Assistant Secretary for
Management Services