

Republic of the Philippines Department of Environment and Natural Resources

Visayas Avenue, Diliman, Quezon City, 1100 Tel. Nos.: (632) 97-66-26 to 36; (632) 97-70-41 to 43



IJAN 2 9 1997

DENR SPECIAL ORDER NO. 97-84

SUBJECT: <u>DESIGNATING MS. MARY JEAN A. CALEDA AS SPECIAL DISBURSING OFFICER.</u>

In the interest of the service, Ms. MARY JEAN A. CALEDA, Chief Ecosystems Management Specialist and Chief of Staff, Office of the Undersecretary for Legal and Legislative Affairs and Attached Agencies, is hereby designated as Special Disbursing Officer for the Batangas Bay Demonstration Project (CEP-DENR Component), in addition to her present regualr duties, without additional compensation. As such, she is hereby authorized to hold cash advance in the amount of ONE HUNDRED FIFTY THOUSAND PESOS (150,000.00) only to defray expenses relative to the efficient implementation of work activities of said Office.

She shall be guided by existing accounting and auditing rules and regulations regarding the holding of cash advance which is entrusted to her by virtue of this Order.

This Order shall take effect immediately.

OIC Director, HRDS &
Concurrent Officer-In-Charge
Management Services Office