



Republic of the Philippines  
Department of Environment and Natural Resources  
Visayas Avenue, Diliman, Quezon City, 1100  
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929-66-20 • 929-66-33 to 35  
929-70-41 to 43



FEB 11 1998

**SPECIAL ORDER**  
NO. 98 - 135


**SUBJECT: DESIGNATING MS ROSITA O. DE GUZMAN AS  
SPECIAL DISBURSING OFFICER OF THE DIRECTOR  
FOR PUBLIC AFFAIRS OFFICE**

In the interest of the service, Ms Rosita O. de Guzman is hereby designated as Special Disbursing Officer for the Director for Public Affairs Office, in addition to her present duties without additional compensation. Ms de Guzman is authorized to hold cash advance in the amount of P20,000.00, chargeable against DENR funds to defray emergency needs for minor repairs, supplies and materials and other miscellaneous expense subject to the availability of funds and the usual accounting and auditing rules and regulations.


The cash advance shall be used solely for the purpose for which it is intended and shall be liquidated monthly or fully upon the termination of the purpose.

No replenishment of cash advance shall be granted unless the previous one has been liquidated or fully accounted for.

This Order takes effect immediately.

  
**RAMON J. P. PAJE**  
Assistant Secretary  
for Management and International  
Environmental Affairs

Recommending Approval:

  
**IRMA S. PAULME**  
Officer-in-Charge  
Public Affairs Office