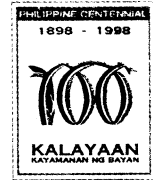




Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City, 1100
Tel. Nos. (632) 929-66-26 to 29 • (632) 929-62-52
929-66-20 • 929-66-33 to 35
929-70-41 to 43



APR 19 1999

SPECIAL ORDER
No. 99- 412

**SUBJECT : AUTHORITY FOR RECORDS OFFICER I
JOCELYN B. DE LAYOLA TO HOLD
CASH ADVANCE FOR THE RECORDS
MANAGEMENT AND DOCUMENTATION
DIVISION**

In the interest of the service, Ms. Jocelyn B. De Layola is hereby authorized to hold cash advance in the amount of Twenty Five Thousand (25,000.00) broken down as follows :

Supplies (07)	P 15,000.00
Other services (29)	P 10,000.00
Total	<u>P 25,000.00</u>

Said amount shall be chargeable against DENR funds to defray emergency needs for mailing services and other incidental expenses and also for emergency purchases of supplies and materials subject to the usual accounting and auditing rules and regulations. Such authority shall remain in force until December 1999.

This Order takes effect immediately and supersedes all previous order in consistent herewith.


ADRIANO B. NAVA, JR.
Assistant Secretary for Management Service