



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

DENR Special Order No. 99-585

MAY 21 1999

SUBJECT: Designating Ms. Fe Mendizabal, Cashier II as Special Disbursing Officer (SDO) for the conduct of Indigenous Peoples Sectoral Council Workshop on May 24-26, 1999.

In the interest of the service, Ms. Fe Mendizabal of the Cashier Section is hereby designated as Special Disbursing Officer during the conduct of the Indigenous Peoples Sectoral Council Workshop on May 24-26, 1999, in addition to her present duties without additional compensation. Ms. Mendizabal is authorized to hold cash advance in the amount of One Hundred Twenty Four Thousand Three Hundred Pesos (P124,300.00) chargeable against the NAPC-SRA funds lodged at the DENR Central Office to defray the necessary expenses to be incurred for the above mentioned activity subject to the usual accounting and auditing rules and regulations. The above amount is broken down as follows:

| | | |
|----------------|---|----------|
| Travel | = | P 82,300 |
| Communications | = | 7,500 |
| Food | = | 27,000 |
| Supplies | = | 7,500 |

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

This Order shall take effect immediately.

ROSELLER S. DELA PEÑA

OIC-Asst. Sec. for Administrative Services
and Concurrent Asst. Sec. For Legislative Affairs