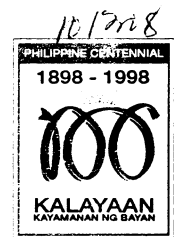




DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES



JAN 29 1999

**SPECIAL ORDER**

No. 99 - 94

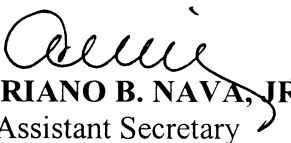
**SUBJECT : DESIGNATING MS. AUDREY ROSETE AS SPECIAL  
DISBURSING OFFICER OF THE GENERAL SERVICES  
DIVISION (GSD)**

In the interest of the service, **Miss AUDREY ROSETE** is hereby designated as Special Disbursing Officer (SDO) for the General Services Division, in addition to her present duties and responsibilities without additional compensation. Ms. Rosete is authorized to hold cash advance in the amount of **One Hundred Thousand Pesos (P100,000.00)** with the following breakdown per object: 07 – P 50,000.00 ; 05 – P 30,000.00 and 29 as P20,000.00. Said cash advance will be charged against DENR Funds to defray emergency needs for minor repairs, supplies and materials, and other miscellaneous expenses subject to the availability of fund and the usual accounting and auditing rules and regulations.

Ms. Rosete shall coordinate with the Department Chief Accountant and Department Auditor prior to discharge of duties and responsibilities as SDO.

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

This Order shall take effect immediately.

  
**ADRIANO B. NAVA, JR.**  
Assistant Secretary  
For Management Services