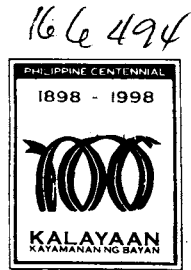




DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES



OCT 16 2000

**SPECIAL ORDER**  
No. 2000 - 1076

**SUBJECT : DESIGNATING MR. ROMMEL REYES AS SPECIAL  
DISBURSING OFFICER IN THE OFFICE OF THE ASSISTANT  
SECRETARY FOR LANDS AND LEGISLATIVE AFFAIRS**

In the interest of the service, Mr. Rommel M. Reyes is hereby designated as Special Disbursing Officer (SDO) in the Office of the Assistant Secretary for Lands and Legislative Affairs, in addition to his present duties and responsibilities without additional compensation. Mr. Reyes is authorized to hold cash advance in the amount of Thirty Thousand Pesos (P30,000.00) with the following breakdown:

- |    |    |                        |   |            |
|----|----|------------------------|---|------------|
| 1. | 07 | (Supplies & Materials) | - | P15,000.00 |
| 2. | 29 | (Others)               | - | P15,000.00 |

Said cash advance shall be charged against Lands and Legislative Affairs Office Funds to defray emergency needs for supplies, materials, miscellaneous expenses and other services subject to the availability of funds and the usual accounting and auditing rules and regulations.

Mr. Reyes 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 and remains in force until December 31, 2000.

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