



Republic of the Philippines
Department of Environment and Natural Resources

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APR 04 2000

SPECIAL ORDER
No. 2000 - 332

SUBJECT : DESIGNATION OF UNDERSECRETARY RAMON J. P. PAJE AS SPECIAL DISBURSING OFFICER IN THE POLICY AND TECHNICAL SERVICES OFFICE

In the interest of the service and in order to ensure smooth operations in the Office of the Undersecretary for Policy and Technical Services, Undersecretary Ramon J. P. Paje is hereby designated and authorized to hold Cash Advance in the amount of ONE HUNDRED THOUSAND PESOS (P100,000) to defray MOOE expenses in the Policy and Technical Services Office (PTSO) including those in the DENR CY 2000 Banner Program - *Delineation and Establishment of Permanent Forestland Boundaries*; ASEAN Environment Year 2000; and the National Peace Process, broken down as follows:

- | | | |
|-------|---|------------|
| 1. 07 | - | P25,000.00 |
| 2. 23 | - | P25,000.00 |
| 3. 29 | - | P50,000.00 |

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

As Special Disbursing Officer (SDO), Undersecretary Paje shall be guided by existing government rules and regulations regarding the handling of government funds. The cash advance entrusted to him by virtue of this designation shall be immediately liquidated when no longer needed. Likewise, 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 for Management Services