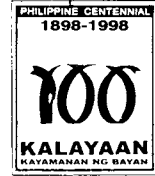




Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City, 1100
Tel. Nos. (632) 929-66-26 to 29 * (632) 929-62-52
929-66-20 * 929-66-33 to 35
929-7041 to 43



JAN 10 2000

SPECIAL ORDER
NO. 2000- 37

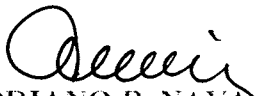
**SUBJECT : AUTHORITY FOR RECORDS OFFICER I
JOCELYN B. DE LAYOLA TO HOLD
CASH ADVANCE FOR THE RECORDS
MANAGEMENT AND DOCUMENTS
DIVISION**

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 Pesos (P25,000.00)** broken down as follows:

Supplies (07) -----	P15,000.00
Other Services (29) ---	10,000.00
Total -----	P25,000.00

Said amount shall be chargeable against DENR funds to defray emergency needs for mailing services and other incidental expenses and also for emergency purchase of supplies and materials subject to the usual accounting and auditing rules and regulations. Such authority shall remain in force until December 2000.

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


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