



Republic of the Philippines
Department of Environment and Natural Resources

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JUN 08 2001

DENR SPECIAL ORDER
NO. 2001- 240

**SUBJECT : DESIGNATION OF EMELITA C. AGUINALDO,
EXECUTIVE ASSISTANT IV, AS SPECIAL
DISBURSING OFFICER IN THE OFFICE OF THE
UNDERSECRETARY FOR ENVIRONMENT AND
NATURAL RESOURCES OPERATIONS**

In the interest of the service and in order to ensure smooth operations in the Office of the Undersecretary for Environment and Natural Resources Operations (UENRO), the designation of **MS. EMELITA C. AGUINALDO**, as Special Disbursing Officer (SDO) is hereby authorized to hold cash advance in the amount of Fifty Thousand Pesos (P50,000) to defray Maintenance and Other Operating Expenses (MOOE) of the Forest Protection in the said Office, broken down as follows:

P 15,000.00-	Supplies Expenses
35,000.00-	Other Expenses

P 50,000.00 -	TOTAL AMOUNT OF CASH ADVANCE

As Special Disbursing Officer, she shall be guided by existing government rules and regulations regarding the handling of government funds. The cash advance entrusted to her by virtue of this designation shall be immediately liquidated when no longer needed.

This Order shall take effect immediately.


ANN CHRISTINE T. ROJO
Head Executive Assistant