



Republic of the Philippines
Department of Environment and Natural Resources
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JAN 18 2001

SPECIAL ORDER

No. 2001 - 37

**SUBJECT: DESIGNATING MR. HERBERT O. RACELIS AS
SPECIAL DISBURSING OFFICER OF THE
ENVIRONMENT AND NATURAL RESOURCES
ACADEMY (ENRA)**

In the interest of the service, **MR. HERBERT O. RACELIS** is hereby designated as Special Disbursing Officer for the Environment and Natural Resources Academy (ENRA). As such, he is hereby authorized to hold cash advance of not more than **ONE HUNDRED THOUSAND PESOS (P100,000.00) (07 - P40,000.00/29 - P60,000.00)** chargeable against the funds of the HRMS, to defray miscellaneous and other operating expenses of the ENR Academy.

As Special Disbursing Officer, he shall be guided by the existing accounting and auditing rules and regulations regarding the handling of government funds entrusted to him by virtue of this Order. They shall be immediately liquidated prior to replenishment or when no longer needed.

This Order shall take effect immediately and shall remain in force until revoked in writing.

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