



Republic of the Philippines
Department of Environment and Natural Resources

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NOV 09 2001

SPECIAL ORDER
No. 2001 - 683

SUBJECT: DESIGNATION OF OIC, DIRECTOR GLORIA S. ARCE AS SPECIAL DISBURSING OFFICER OF THE LOCAL INVESTMENTS AND PROGRAM SUPPORT SERVICE-FOREIGN ASSISTED AND SPECIAL PROJECTS OFFICE (LIPPS-FASPO)


In the interest of the service and for the effective and efficient implementation of activities of the LIPPS-FASPO, OIC, Director Gloria S. Arce is hereby designated, in concurrent capacity as Special Disbursing Officer (SDO) of the said Office.

As Special Disbursing Officer, she shall be allowed to maintain a cash advance of P20,000.00 broken down as follows: Supplies (07) P10,000.00 and Other Services (29) P10,000.00 to defray emergency needs for minor repairs gasoline/lubricants, and other miscellaneous expenses such as food for small meetings with other agencies. She must immediately liquidate the said Cash Advance when no longer needed.

She shall be guided by all existing accounting and auditing rules and regulations in handling said cash advance.

All expenses to be incurred by Ms. Arce in connection with her designation shall be charged against FASPO funds.

This Order takes effect immediately and will remain enforced until revoked in writing.


PROF. ROGELIO V. PAGLOMUTAN
Assistant Secretary