



Republic of the Philippines
Department of Environment and Natural Resources

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SPECIAL ORDER

MAR 18 2002

No. 2002-225

**SUBJECT : DESIGNATION OF MS. GENEVIEVE A. PADILLA AS
SPECIAL DISBURSING OFFICER FOR FUND 102-LAND
ADMINISTRATION AND MANAGEMENT PROJECT
(LAMP)**

In the interest of the service and in order to facilitate the immediate payment of official transactions in connection with the day-to-day operations of the Land Administration and Management Project (LAMP) Ms. Genevieve A. Padilla, Project Eval., Officer III and Chief, Planning and Coordination Unit of the LAMP Office, DENR is hereby designated as Special Disbursing Officer for DENR-Fund 102 (LAMP Funds).

As such, Ms. Padilla shall be allowed to hold cash advance in an amount not exceeding PhP90,000.00, to be broken down as follows:


Object 07 (Supplies and Materials) : PhP 40,000.00
Object 29 (Other Services) : PhP 50,000.00

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

As Special Disbursing Officer, the existing accounting and auditing rules and regulations regarding the handling of government funds entrusted to her by virtue of this Order shall guide her.

No cash advance shall be granted unless the previous one has been liquidated or accounted for.

This Order shall be effective until further revoked.


PROF. ROGELIO V. PAGLOMUTAN
Assistant Secretary for Finance
and Management Services