



Republic of the Philippines  
Department of Environment and Natural Resources  
Visayas Avenue, Diliman, Quezon City  
Tel. Nos. (632) 929-66-26 to 29 • (632) 929-62-52  
929-66-20 • 929-66-33 to 35  
929-70-41 to 43

MAY 09 2003

**DENR SPECIAL ORDER**  
No. 2003 - 323

**SUBJECT: DESIGNATING MS. MA. SABRINA R. CRUZ AS PETTY CASH FUND CUSTODIAN OF THE PUBLIC AWARENESS COMPONENT-METRO MANILA AIR QUALITY IMPROVEMENT SECTOR DEVELOPMENT PROGRAM (PA-MMAQISDP).**

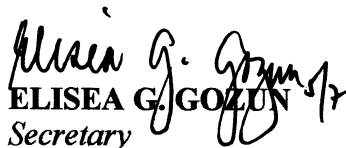
In the interest of the service, **Ms. Ma. Sabrina R. Cruz** is hereby designated as Petty Cash Fund Custodian of the Public Awareness Component-Metro Manila Air Quality Improvement Sector Development Program (PA-MMAQISDP).

As such, she is authorized to hold cash advance in the amount of Php 30,000.00 (07-Php 15,000.00; 29-Php 15,000.00) chargeable against the funds of the Metro Manila Air Quality Improvement Sector Development Program (MMAQISDP) to defray emergency needs for the purchase of books, supplies and materials, minor repairs of office equipment and other miscellaneous expenses.

As Petty Cash Fund Custodian, she shall be guided by the existing accounting and auditing rules and regulations regarding the handling of government funds which was entrusted to her virtue of this Order and shall be immediately liquidated when no longer needed.

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

This Order shall take effect immediately and supersedes all orders inconsistent herewith.

  
ELISEA G. GOZUN  
Secretary