



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
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929-66-20 • 929-66-33 to 35
929-70-41 to 43

MAY 15 2003

SPECIAL ORDER

No. 2003- 350

SUBJECT: DESIGNATING CDO I, MR. CESAR B. ALMONTE AS PETTY CASH FUND CUSTODIAN FOR THE SPECIAL CONCERNS OFFICE.

In the interest of the service, **CDO I, MR. CESAR B. ALMONTE** is hereby designated as Petty Cash Fund Custodian for the Special Concerns Office (SCO) in addition to his present duties without additional compensation.

Mr. Almonte is authorized to hold cash advance in the amount of Twenty Thousand Pesos Only. (P20,000) with the following breakdown per object.

07	-	P	14,000.00
29	-	P	6,000.00

		P	20,000.00

This is chargeable against DENR funds to defray emergency needs of supplies and materials and other miscellaneous expenses subject to the availability of funds and the usual accounting and auditing rules and regulations.

Said cash advance shall be used solely for the purpose for which it is intended and shall be liquidated when no longer needed.

This Order takes effect immediately .


ROLANDO L. METIN
Undersecretary