



Republic of the Philippines  
Department of Environment and Natural Resources  
Visayas Avenue, Diliman, Quezon City  
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JAN 23 2003

**SPECIAL ORDER**

No. 2003- 36

SUBJECT : **DESIGNATION OF MS. EMELITA C. AGUINALDO AS  
SPECIAL DISBURSING OFFICER OF THE OFFICE OF  
THE SECRETARY**

In the interest of the service, **Ms. Emelita C. Aguinaldo** is hereby designated as **Special Disbursing Officer of the Office of the Secretary**, in addition to her present duties and responsibilities without additional compensation. Ms. Aguinaldo is authorized to hold cash advance in the amount of **SEVENTY FIVE THOUSAND PESOS (P75,000.00)** broken down as follows:

02 – Travel	-	P30,000.00
07 – Office Supplies	-	P20,000.00
29 - Other Services	-	P25,000.00

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

This Order takes effect and shall remain in force until 31 December 2003.

  
ELISEA G. GOZUN  
Secretary