



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 12 2003

SPECIAL ORDER
No. 2003 - 362

SUBJECT: DESIGNATING MR. MARIUS NORMAN B. MACALALAD AS PETTY CASH CUSTODIAN FOR THE CONDUCT OF TEAM BUILDING/CONFERENCE ON SAMPLING METHOD AND CONSOLIDATION OF THE ANNUAL AUDIT REPORT FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES AUDITORS AND ITS ATTACHED BUREAUS.

In the interest of the service, Mr. Marius Norman B. Macalalad is hereby designated as Petty Cash Custodian and as such, he is authorized to hold cash advance amounting to One Hundred Thousand Pesos (₱ 100,000.00) chargeable against DENR funds. Said cash advance shall be used to defray expenses in connection with the team building/conferences of DENR Auditors and its attached Bureaus on May 16-17, 2003 at Mabini, Batangas.

The cash advance shall be liquidated upon completion of the said activity, subject to usual accounting and auditing rules and regulations.

This Order takes effect immediately.


RENATO A. DE RUEDA
Officer In Charge
Office of the Secretary