



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

MAR 12 2004

SPECIAL ORDER
No. 2004 - 183

SUBJECT: **DESIGNATING MR. WILLIAM T. RAGOS AS PETTY
CASH FUND CUSTODIAN FOR SCO-SPECIAL
EVENTS/ACTIVITIES**

In the interest of the service, MR. **WILLIAM T. RAGOS**, is hereby designated as Petty Cash Fund Custodian for the Special Events/Activities of Special Concerns Office (SCO) in addition to his present duties without additional compensation.


Mr. Ragos is authorized to hold petty cash in the amount of One Hundred Thousand Pesos (P100,000.00) with the following breakdown per object.

07	-	60,000.00
29	-	40,000.00
		<hr/>
		100,000.00

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 petty cash 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 and shall remain in force until revoked.


ELISEA G. GOZUN
Secretary