



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

JAN 19 2004

**DENR SPECIAL ORDER**

No. 2004 - 00


**SUBJECT : DESIGNATING CHITO B. REYES AS PETTY CASH CUSTODIAN FOR THE OFFICE OF UNDERSECRETARY MANUEL D. GEROCHI**

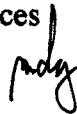
Pursuant to DENR Special Order No. 2002-103 dated February 01, 2002 and in order to effectively carry out the functions of the Office of the Undersecretary for Land Management especially during dialogues and emergency meetings, Mr. Chito B. Reyes is hereby designated as Petty Cash Custodian in addition to his present duties. Mr. Reyes is authorized to hold cash advance in the amount of Fifty Thousand Pesos (P50,000) for the payment of supplies, and other expenses as deemed necessary by the Undersecretary, broken down as follows:

Object 07	P 20,000.00	-	supplies
29	30,000.00	-	other services

The cash advance shall be used solely for the purpose for which it is intended and shall be liquidated as soon as the activity has been completed.

This Order shall take effect from January 1, 2004 to June 30, 2004.

  
**ROLANDO L. METIN**  
Undersecretary for Management  
and Technical Services



*"Grow a tree for legacy"*