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NOV 25 2020

SPECIAL ORDER
No. 2020- 465

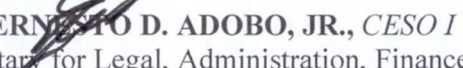
SUBJECT: DESIGNATING MS. CAROLINA A. LOPEZ AS SPECIAL DISBURSING OFFICER (SDO) OF THE DENR ENVIRONMENTAL PROTECTION AND ENFORCEMENT TASK FORCE (EPETF) FOR THE CONDUCT OF TRAINING ON BASIC ENVIRONMENTAL LAWS

In the interest of the service, Ms. Carolina A. Lopez, Chief of the Cashier Unit, General Services Division, is hereby designated as Special Disbursing Officer (SDO) of the Environmental Protection and Enforcement Task Force (EPETF) for the conduct of Training on Basic Environmental Laws (Biodiversity, Forestry and other Environmental Laws).

As such, she is authorized to hold cash advance in the amount of **TWO HUNDRED SIXTEEN THOUSAND ONE HUNDRED PESOS (PhP 216,100.00)** to facilitate procurement/defray expenses on meals, incidental expenses, supplies, training kits and other materials relative to the training, chargeable against EPETF funds under CY 2020. The said cash advance shall solely be used for the stated purpose and shall be liquidated when no longer needed.

A report of disbursement shall be immediately submitted to the Accounting Division for liquidation as soon as the purpose of the cash advance has been served in accordance with COA Circular No. 97-002 dated 10 February 1997 and reiterated in COA Circular No. 2009-002 and 2012-004 dated 18 May 2009 and 28 November 2012, respectively.

This Order shall take effect immediately and shall automatically be revoked upon completion of the activity.


ATTY. ERNESTO D. ADOBO, JR., CESO I
Undersecretary for Legal, Administration, Finance
Human Resources, and Information Systems

