



Republic of the Philippines
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SPECIAL ORDER
No. 2021- 251

MAY 11 2021

**SUBJECT: DESIGNATING MR. JONATHAN S. SANTIAGO AS
SPECIAL DISBURSING OFFICER FOR THE ENR
PARTNERS' COMMITMENT SIGNING AND OATH-
TAKING ON MAY 17, 2021**

In the interest of the service, Mr. Jonathan S. Santiago of the Cashier Unit, General Services Division, is hereby designated as Special Disbursing Officer (SDO) for the ENR Partners' Commitment Signing and Oath-Taking on May 17, 2021.

As such, he is authorized to hold cash advance amounting to One Hundred Sixty Thousand Seven Hundred Fifty Pesos (PhP 160,750.00) chargeable against the funds of Strategic Communication and Initiatives Service- Strategic Alliance and Environmental Partnership Division (SCIS-SAEPD), to defray expenses relative to the said activity. The said cash advance shall solely be used for the stated purpose and shall be liquidated when no longer needed.

The 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
Legal, Administration, Human Resources
and Legislative Affairs

