



Republic of the Philippines  
**Department of Environment and Natural Resources**

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JUN 04 2021


**SPECIAL ORDER**  
NO. 2021 300

**SUBJECT : DESIGNATING MS. CAROLINA A. LOPEZ AS  
SPECIAL DISBURING OFFICER FOR THE 34<sup>th</sup>  
DENR ANNIVERSARY ON JUNE 10, 2021**

In the interest of the service, Ms. Carolina A. Lopez, Chief Cashier's Unit of General Services Division (GSD) is hereby designated as Special Disbursing Officer during the 34<sup>th</sup> DENR ANNIVERSARY, 2021, as such she is authorized to hold cash advance in the amount of THREE HUNDRED FIFTY THOUSAND PESOS ONLY (P350,000.000) and said cash advance shall be used solely for the stated purpose and shall be liquidated when no longer needed.

A report of disbursement shall be immediately submitted to 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 the completion of the activity.

  
**ATTY. ERNESTO D. ADOBO, JR., CESO I**  
Undersecretary for Legal Administration,  
Human Resource and Legal Affairs

