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SPECIAL ORDER
No. 2021- 316

JUN 10 2021


**SUBJECT: DESIGNATING MS. JOCELYN MARY FRANCES MOLINA AS
SPECIAL DISBURSING OFFICER FOR THE MANILA BAY
ANTI-POLLUTION TASK FORCE**

In the interest of the service, Ms. Jocelyn Mary Frances Molina of the Cashier Unit, General Services Division, is hereby designated as Special Disbursing Officer (SDO) for the Manila Bay Anti-Pollution Task Force.

As such, she is authorized to hold cash advance amounting to One Hundred Thousand Pesos (PhP 100,000.00) to defray expenses relative to the Task Force activities. 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 for Legal, Administration
Human Resources, and Legislative Affairs

