



Republic of the Philippines
Department of Environment and Natural Resources
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JUL 12 2021

SPECIAL ORDER
No. 2021- 364


SUBJECT: DESIGNATING MS. CAROLINA A. LOPEZ, CHIEF, CASHIER AS SPECIAL DISBURSING OFFICER (SDO) OF THE DENR ENVIRONMENTAL LAW ENFORCEMENT AND PROTECTION SERVICE

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 to facilitate the procurement / defray of expenses for supplies and materials and other maintenance and operating expenses to be incurred during the 4th National Environmental Law Enforcement (NELE) summit.

As such, Ms. Lopez is hereby authorized to hold cash advance in the amount of **TWO HUNDRED TWENTY-FIVE THOUSAND PESOS ONLY (Php 225,000.00)** chargeable against the Environmental Protection and Enforcement Task Force (EPETF) Funds under C.Y. 2021 subject to existing accounting and auditing rules and regulations. 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 Accounting Division for liquidation as soon as the purpose of the cash advance has been served in accordance with the 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

