



Republic of the Philippines
Department of Environment and Natural Resources
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JUL 15 2021

SPECIAL ORDER
No. 2021 - 378

SUBJECT: DESIGNATING MR. JONATHAN S. SANTIAGO AS SPECIAL DISBURSING OFFICER FOR THE VIRTUAL ART WORKSHOP FOR THE NATIONAL DISASTER RESILIENCE MONTH ON JULY 20, 2021

In the interest of the service, Mr. Jonathan S. Santiago of Cashier Unit, General Services Division is hereby designated as Special Disbursing Officer (SDO) for the conduct of Virtual Art Workshop for the National Disaster Resilience Month on July 20, 2021.

As such, he is authorized to hold cash advance in the amount of One Hundred Forty-Seven Thousand Pesos (Php 147,000.00) to defray expenses relative to the event, chargeable against the funds of the following offices;

| Offices | Amount (₱) |
|---|------------|
| Strategic Alliance and Environmental Partnership Division | 77,600.00 |
| Stakeholders Management and Conflict Resolution Division | 69,400.00 |
| Total | 147,000.00 |

The said cash advance shall be used solely 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 dated 18 May 2009 and 28 November 2012.

This order shall take effect immediately and shall automatically be revoked upon completion.

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

