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**SPECIAL ORDER**  
No. 2021- 426

AUG 11 2021


**SUBJECT: DESIGNATING MS. ALICIA N. CENAR AS SPECIAL DISBURSING OFFICER (SDO) FOR THE LEARNING EVENT ENTITLED "YOUTH LEADERSHIP DEVELOPMENT PROGRAM: DRIVING POSITIVE RESULTS THROUGH EXEMPLARY LEADERSHIP"**

In the interest of the service, Ms. Alicia N. Cenar of the Cashier Unit, General Services Division, is hereby designated as Special Disbursing Officer (SDO) for the learning event entitled "Youth Leadership Development Program: Driving Positive Results Through Exemplary Leadership".

As such, she is authorized to hold cash advance in the amount of **PhP 455,592.76** chargeable against the funds of Strategic Communication and Initiatives Service- Youth Desk to defray expenses relative to the organized activities of the event. 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 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

