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NOV 17 2021

SPECIAL ORDER
No. 2021- 642

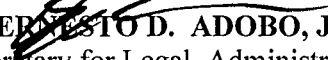
SUBJECT: DESIGNATING MS. OLIVIA F. BERSALONA AS SPECIAL DISBURSING OFFICER IN RELATION TO THE CELEBRATION OF THE NATIONAL CLIMATE CHANGE CONSCIOUSNESS WEEK FROM 19-26 NOVEMBER 2021

In the interest of the service, and in celebration of National Climate Change Consciousness Week from 19-26 November 2021, Ms. Olivia Bersalona, is hereby designated as Special Disbursing Officer (SDO) for the various activities in support of Proclamation No. 1667, s. 2008, entitled "Global Warming and Climate Change Consciousness Week".

As such, Ms. Bersalona is authorized to hold cash advance in the amount of **Four Hundred Thousand Pesos Only (P 400,000.00)** to defray expenses related to the celebration of the National Climate Change Consciousness Week. The said cash advance shall be disbursed to said activities, such as but not limited to judges'/resources persons' fees, tokens, cash prizes, and supplies/materials.

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

