

Republic of the Philippines
Department of Environment and Natural Resources
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MAR 22 2022

SPECIAL ORDER

No. 2022 - 175

SUBJECT: DESIGNATING MS. ALICIA N. CENAR AS SPECIAL DISBURSING OFFICER FOR THE CONDUCT OF CESB'S PROJECT PAGLAUM CAPACITY-BUILDING COURSE IN CONNECTION WITH DENR PADAYON PROGRAM ON APRIL 4-6, 2022.

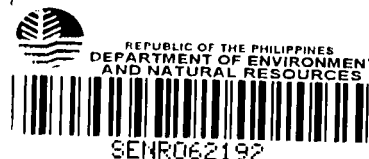
In the interest of the service, Ms. Alicia N. Cenar of the Cashier Unit, General Services Division is hereby designated as Special Disbursing Officer (SDO) for the conduct of learning event on Project Paglaum Capacity-Building Course in Connection with DENR Padayon Program.

As such, she is authorized to hold cash advance in the amount of Sixty-Five Thousand pesos (Php 65,000.00) chargeable against the funds of SCIS to defray expenses relative to the organized activities of the event. 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 B. ADOBO, JR., CESO I
Undersecretary for Legal, Administration,
Human Resources and Legislative Affairs



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