



Republic of the Philippines
Department of Environment and Natural Resources
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MAR 23 2022

SPECIAL ORDER

No. 2022- 192

**SUBJECT: DESIGNATING ALICIA N. CENAR AS SPECIAL
DISBURSING OFFICER FOR THE ACTIVITY ON WOMEN
WITH DISABILITIES: LIFE IS ENJOYED, LEAST OF ALL
ENDURED**

In the interest of the service, Alicia N. Cenar of Cashier Unit, General Services Division is hereby designated as Special Disbursing Officer (SDO) for the conduct of activity entitled: **Women with Disabilities: Life is Enjoyed, Least of all Endured** for the observance of Women's Month.

As such, she is authorized to hold cash advance in the amount of Twenty Six Thousand and Two Hundred Fifty pesos (Php26,250.00) to defray expenses for the tokens relative to the event, chargeable against PWD-SC funds.

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 the Legal, Administration,
Human Resources, and Legislative Affairs



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