



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City 1100
Trunkline: (+632) 929-6626 / 929-6635 / 929-4028 / 929-4028
E-mail: web@denr.gov.ph / Website: <http://www.denr.gov.ph>

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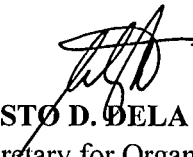
SPECIAL ORDER
NO. 2023 - 515

SUBJECT: DESIGNATING MS. CAROLINA A. LOPEZ AS THE SPECIAL DISBURSING OFFICER (SDO) IN RELATION TO THE FY 2024 BUDGET DELIBERATIONS/HEARINGS

In the interest of the service, Ms. Carolina A. Lopez, Chief, Cashier Unit of the General Services Division (GSD) is hereby designated as the Special Disbursing Officer in relation to the Budget Deliberations/Hearings for the DENR FY 2024 Budget. As such, she is authorized to hold the cash advance amounting to FOUR HUNDRED FIFTY THOUSAND PESOS ONLY (P450,000.00). The said cash advance shall be used solely 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. 2023-004 dated 14 June 2023 amending COA Circular No. 2012-001 dated 14 June 2012, and COA Circular No. 97-002 dated 10 February 1997 as reiterated in COA Circular Nos. 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 the completion of the activity.


AUGUSTO D. DELA PEÑA
Undersecretary for Organizational
Transformation and Human Resources

