



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES**  
**KAGAWARAN NG KAPALIGIRAN AT LIKAS YAMAN**



JAN 19 2024

**SPECIAL ORDER**

No. 2024 - 22

**SUBJECT: DESIGNATING MR. JONATHAN SANTIAGO AS SPECIAL DISBURSING OFFICER (SDO) FOR THE WASTE AND WATER (W<sup>2</sup>) SUMMIT**

In the interest of the service, Mr. Jonathan S. Santiago, Administrative Officer I, Cashier's Unit of General Services Division (GSD) is hereby authorized to hold cash advance amounting to ONE HUNDRED THOUSAND PESOS ONLY (Php100,000.00) in relation to the Waste and Water Summit. 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 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 on 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 the completion of the activity.

**AUGUSTO D. BELA PEÑA**  
Undersecretary for Organizational Transformation  
and Human Resources