



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



FEB 23 2024

SPECIAL ORDER

No. 2024 - 77


SUBJECT : DESIGNATING MS. CAROLINA A. LOPEZ AS SPECIAL DISBURSING OFFICER FOR THE CONDUCT OF THE OFFICIAL LAUNCHING OF PROJECT TRANSFORM ON FEBRUARY 29, 2024

In the interest of the service, Ms. Carolina A. Lopez of the General Services Division – Cashier Unit is hereby designated as Special Disbursing Officer (SDO) for the conduct of the official launching of Project TRANSFORM to be held on February 29, 2024.

As such, Ms. Lopez is authorized to hold cash advance in the amount of One Million Six Hundred Pesos (P1,600,000.00) chargeable against the IEC Funds to defray expenses relative to the event. The said cash advance shall be used solely for the stated purpose and shall be liquidated when no longer needed.

A report on the 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.


AUGUSTO D. DELA PEÑA
Undersecretary
Organizational Transformation and
Human Resources