

**Administrative Order
No. 44
September 24, 1992**

**SUBJECT : Amending DENR Administrative Order
Nos. 38 & 38-A, Series of 1990**

Further to the authorities stipulated under DENR Administrative Order Nos. 38 and 38-A, Series of 1990 dated April 19 and September 12, 1990, respectively, particularly on financial and administrative matters, the following amendments are hereby provided:

	FUNCTION	RECOMMENDING APPROVAL	APPROVAL
1.	Local Travel		
	<u>Outside the Region</u>		
1.1	30 days or less for Regional, PENRO, and CENRO Officials and employees	Chief, Adm.	RED Div./ RTD concerned for sectoral personnel; PENR Officer for PENRO and CENRO employees
1.2	more than 30 days but not exceeding 3 months	RED & USEC-FO/ or in his absence ASEC- Mgt. Services	Secretary
1.3	more than 3 months	Secretary	President/Authorized Official
2.	Vouchers covering cash advance of SDOs for purposes other than salaries		
2.1	Regional Office		

	P50, 000.00 and below	Immediate supervisors	RTD concerned
2.2	Cash Advance from Regional Office to PENRO or CENRO*	PENR Officer/ Chief, Finance Division	RED
2.3	Cash Advance from PENRO to CENRO*	CENR Officer/ Officer	PENR

* Amount shall be limited to the requirements for two months as per COA Circular 90-331 dated 03 May 1990.

This Order takes effect immediately and supersedes all other issuances inconsistent herewith.

ANGEL C. ALCALA
Secretary