



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman
1100 Quezon City

SPECIAL ORDER

NO. 162

Series of 2022

SUBJECT: DESIGNATION OF **MR. PATRICK M. VILLAFUERTE**, AS SPECIAL DISBURSING OFFICER (SDO) TO HANDLE CASH ADVANCE FOR FUEL/GASOLINE FOR DA MOTOR VEHICLE

In the interest of service **Mr. PATRICK M. VILLAFUERTE**, Administrative Officer I is hereby designated as Special Disbursing Officer (SDO). Mr. Villafuerte will handle Cash Advance for expenses to be incurred for fuel/gasoline for the 79 units of DA motor vehicles, in the amount of **SIX HUNDRED FIFTY THOUSAND** Pesos (PHP650,000.00).

As such, he shall be guided by the rules and regulations regarding the handling of government funds. The cash advance should be immediately liquidated upon completion for the purpose for which it was given.

This Order shall take effect on April 1, 2022, and shall be considered automatically revoked upon the effectivity of the new contract for the fuel/gasoline service provider.

Done this 3rd day of March 2022.

Please be guided accordingly.

WILLIAM D. DAR, Ph.D.

Secretary

DEPARTMENT OF AGRICULTURE

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