



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

March 18, 2022

SPECIAL ORDER

No. 276
Series of 2022

SUBJECT : DESIGNATION OF MS. JORILYN A. ROSALES AS SPECIAL DISBURSING OFFICER DURING THE THREE-DAY ORGANIZATIONAL DEVELOPMENT, EVALUATION, ASSESSMENT AND PLANNING WORKSHOP IN REGION I

Designation of **Ms. Jorilyn A. Rosales**, Cash and Disbursement Section Chief as Special Disbursing Officer to handle Cash Advance amounting to ₱50, 000.00 to be used solely for purchase of Supplies, Materials and Other Miscellaneous Expenses during the conduct of the Organizational Development, Evaluation, Assessment and Planning Workshop on April 27 - 29, 2022.

As a Special Disbursing Officer, you are authorized to obtain Cash Advance of **FIFTY THOUSAND PESOS (₱50, 000.00)** to defray costs of the following:


Expense	Amount
Office Supplies	₱30, 000.00
Miscellaneous	₱20, 000.00

You shall be guided by the rules and regulations regarding the handling of government funds. The cash advance should be immediately liquidated when no longer needed or upon completion of the purpose for which it was given.

This Order shall take effect immediately.

Done this 29th day of March 2022.


WILLIAM D. DAR, Ph.D.
Secretary

DEPARTMENT OF AGRICULTURE

In replying pls cite this code :
For Signature: S-03-22-0661
Received : 03/24/2022 10:40 AM

*A food-secure and resilient Philippines
with empowered and prosperous farmers and fisherfolk*

