



SPECIAL ORDER
 NO. 523
 SERIES OF 2022

SUBJECT : REITERATION OF THE AUTHORITY OF THE GENERAL SERVICES DIVISION AND PROCUREMENT DIVISION AS USERS OF THE PHILGEPVS VIRTUAL STORE

In the exigency of service and in compliance with the Government Procurement Policy Board (GPPB) Resolution No. 20-2018 which sets the guidelines on the use of the PhilGEPS Virtual Store for the procurement of common use supplies and equipment (CSE), the authority of the General Services Division and the Procurement Division is hereby reiterated.

As such, the following personnel are designated to act as uploader, buyer and approver of transactions in the PhilGEPS Virtual Store:

Name	Office	Role in the Purchase from Virtual Store
Ms. Leah Katrina C. Monsanto/ Mr. Roweiji F. Bautista	Procurement Division	Uploader of APP-CSE
Mr. Ritchie S. Espiritu/ Ms. Rosaniña C. Talabucon	General Services Division	Buyer
Atty. Melinda D. Deyto	Procurement Division	Approver

EFFECTIVITY AND REPEALING CLAUSE

This Order shall take effect immediately and shall remain in force unless revoked. All orders, memoranda and issuances inconsistent herewith are deemed revoked.

Done this 27th day of July, 2022.

Dr. LEOCADIO S. SEBASTIAN, CESO I
 Undersecretary for Operations and Chief-of-Staff

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

