



**SPECIAL ORDER No. 632**  
Series of 2022

**SUBJECT: DESIGNATION OF EMPLOYEES IN THE ACCOUNTING DIVISION- CENTRAL OFFICE**

In the exigency of service and to ensure the continuous and effective delivery of government services to the public, the following employees in the Accounting Division - Central Office are designated as follows:

**LOLITA M. JAMELA**, Accountant IV, as Officer-In-Charge (OIC), Chief Accountant. She is authorized to sign all transactions and documents related to accounting matters.

**NOEL G. DATO**, Accountant III, as Officer-In-Charge (OIC), Assistant Chief Accountant. He is authorized to sign Disbursement Vouchers (DVs), Liquidation Reports (LRs) and List of Due and Demandable Accounts Payable-Advice to Debit Account (LDDAP-ADAs) regardless of the amount in the absence of the designated Chief Accountant and such other functions inherent to the designation and concurrently the Chief of Consolidation and Analysis Section.

**ELVIN RAY C. SABULARSE**, Accountant III, Chief of Disbursement and Analysis Section. He is authorized to sign Disbursement Vouchers under "Box C" for transactions amounting to not more than Two Hundred Thousand Pesos (P 200,000.00).

**NELSON E. VAGILIDAD**, Accountant III, as Chief, Bookkeeping and Analysis Section.

As such, they shall perform the functions, duties, and responsibilities inherent to their designations and such others as directed by their superiors.

**Ms. Jamela** is entitled to Representation Allowance and Transportation Allowance (RATA), traveling expenses, per diems, and incidental expenses that may be incurred in the performance of her duties and responsibilities chargeable against OSEC funds and other available funds, subject to existing accounting and auditing rules and regulations.

Likewise, in the performance of their duties, **Ms. Jamela, Mr. Dato, Mr. Vagilidad, and Mr. Sabularse** are entitled to remunerations and other allowances as may be allowed under existing budgeting, auditing and accounting rules and regulations.

This Order shall take effect immediately and shall remain in force until suspended and/or revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 9th day of September 2022.

  
**DOMINGO F. PANGANIBAN**  
Senior Undersecretary



JA-CO-FMS-SO20220907-0000e