



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

**SPECIAL ORDER**

No. 558

Series of 2023

**SUBJECT: DESIGNATION OF MS. EUNICE BIBLIANIAS AS SPECIAL DISBURSING OFFICER (SDO) TO HOLD CASH ADVANCE IN RELATION TO DA'S PARTICIPATION TO THE 125<sup>TH</sup> PHILIPPINE INDEPENDENCE DAY CELEBRATION ON JUNE 11 & 12, 2023**

Pursuant to Section 618 of the Revised Administrative Code, as amended, MS. EUNICE F. BIBLIANIAS, Administrative Officer V, General Services Division is hereby designated as SPECIAL DISBURSING OFFICER (SDO) and is authorized to hold cash advance in the amount of One Hundred Thousand Pesos (P100,000.00) to defray the following expenses in relation to the participation of the Department in the celebration of the 125<sup>th</sup> Philippine Independence on June 11-12, 2023:

Food for set-up team and personnel	15,000.00
Purchase of supplies and materials (token and décor)	50,000.00
Printing of photos and other collaterals	2,000.00
Purchase of mobile cards for set-up team	3,000.00
Other maintenance and operating expenses	30,000.00
<b>Total</b>	<b>100,000.00</b>

She shall be guided by applicable laws rules and regulations regarding use/handling of government funds. That 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 and shall be considered revoked upon the completion of the activity. All orders, memoranda, and other issuances inconsistent herewith are deemed revoked.

Done this 5<sup>th</sup> day of May 2023.

**DOMINGO F. PANGANIBAN**  
Senior Undersecretary



DA-CO-ASECSP-SO00230427-00006