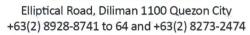




Republic of the Philippines

OFFICE OF THE SECRETARY





SPECIAL ORDER

No. 1264 Series of 2023

SUBJECT

DESIGNATION OF MR. JOSEPH B. BALDELOMAR AS SPECIAL

DISBURSING OFFICER (SDO) TO HOLD CASH ADVANCE FOR

THE WORLD FOOD DAY CELEBRATION FOR CY-2023

In the interest of the service, Mr. JOSEPH B. BALDELOMAR, Administrative Assistant II is hereby designated as Special Disbursing Officer.

Mr. Baldelomar will handle Cash Advance amounting to FORTY THOUSAND PESOS ONLY (Php40,000.00) to be use solely for payment of Exhibit Decoration (DA Lobby) and other miscellaneous expenses to be incurred during the World Food Day Celebration in October 2023.

A. Printing of sticker on sintra board and Tarpaulins

P16,600.00

B. Ceremonial wreath for ribbon cutting

10,000.00

C. Miscellaneous/Other supplies

13,400.00 40.000.00

He shall be guided by the rules and regulations regarding the handling of government funds. The cash advance should be immediately liquidated upon completion of the activity.

This Order shall take effect immediately and shall be considered revoked upon completion of the activity. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 4th day of October 2023.

DOMINGO F. PANGANIBAN

Senior Undersecretary