



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 44

Series of 2024

SUBJECT: DESIGNATION OF MR. RONALD C. PAMITTAN AS SPECIAL DISBURSING OFFICER (SDO) OF PETTY CASH FUND FOR THE COMPLETE SERVICE AND MINOR REPAIRS, SPARE PARTS AND REGISTRATION OF DA MOTOR VEHICLES

In the exigency of service, **MR. RONALD C. PAMITTAN**, Chief, General Services Division, is hereby designated as **SPECIAL DISBURSING OFFICER (SDO) OF THE PETTY CASH FUND** in the amount of **Five Hundred Twenty-Five Thousand Pesos (Php 525,000.00)** to defray the following cost/expenses:

Particulars	Amount (in Php)
1. Complete service	200,000.00
2. Minor repairs and spare parts	300,000.00
3. Registration fee of motor vehicles	25,000.00
Total Amount	525,000.00

As designated SDO, Mr. Pamittan shall perform the following duties and responsibilities:

- Disburse and liquidate petty cash fund for the intended purpose; and
- Prepare Disbursement Report.

He shall be guided by the applicable laws, rules and regulations regarding the handling of government funds.

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

Done this 15th day of JANUARY 2024.


FRANCISCO P. TIU LAUREL JR.
Secretary



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