



Republic of the Philippines
Department of Agriculture
Fertilizer and Pesticide Authority
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June 2, 2022

SPECIAL ORDER
NO. 02
Series of 2022

SUBJECT : DESIGNATING MS. JEROLET C. SAHAGUN AS SPECIAL DISBURSING OFFICER (SDO) TO HANDLE CASH ADVANCE

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In the interest of service, **Ms. Jerolet C. Sahagun**, Chief of the Laboratory Services Division (LSD) is hereby designated as Special Disbursing Officer (SDO) to handle cash advance amounting to **Fifty-Two Thousand Pesos (Php 52,000.00)**. The said cash advance will be used for the payment of the assessment fee for the 2<sup>nd</sup> Surveillance Visit conducted by the Philippine Accreditation Bureau Assessment Team on May 12-13, 2022 via Microsoft Teams.

As such, Ms. Sahagun shall liquidate her cash advance as soon as the above-mentioned activity has been completed. Otherwise, salaries and/or any amount due her shall be withheld.

This designation of Ms. Sahagun as SDO is subject to the usual government accounting and auditing rules and regulations.

For strict compliance.

  
**WILFREDO C. ROLDAN**  
Executive Director



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

