



Republic of the Philippines

Department of Agriculture

**Fertilizer and Pesticide Authority**

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June 30, 2022

**SPECIAL ORDER NO. 96**

Series of 2022


**SUBJECT : DESIGNATING MS. JEROLET C. SAHAGUN AS SPECIAL DISBURSING OFFICER TO HANDLE CASH ADVANCE OF PHP 15,000.00**

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In the interest of service, **Ms. Jerolet C. Sahagun**, Chief of the Laboratory Services Division (LSD) is designated as Special Disbursing Officer (SDO) to handle a cash advance of **Fifteen Thousand Pesos (PhP 15,000.00)**. The said cash advance will be used for the purchase of distilled water and for the repair and installation of the fume hood motor blower at the Fertilizer Analytical Services Laboratory Section of LSD. The repair of such a fume hood is needed as this is one of the requirements for the renewal of the Certificate of Authority to Operate (CATO) as a Chemical Laboratory.

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.

The 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



Management System  
ISO 9001:2015

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