



Republic of the Philippines
Department of Agriculture
Fertilizer and Pesticide Authority

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January 17, 2023

SPECIAL ORDER NO. 5
Series of 2023


**SUBJECT : DESIGNATING MS. JEROLET C. SAHAGUN AS SPECIAL
DISBURSING OFFICER TO HANDLE CASH ADVANCE OF PHP
30,000.00**

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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 cash advance of **Thirty thousand pesos (PhP 30,000.00)**. The said cash advance will be used for payment of the registration and delivery fee for participation of LSD in the Fertilizer Proficiency Testing (PT) Program organized by the Quality Assurance and Testing Center 3, Directorate for Standards, Metrology and Quality in Ho Chi Minh, Vietnam.

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 compliance.

  
**JULIETA B. LANSANGAN**  
Officer-in-Charge



Management  
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ISO 9001:2015  
  
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