



Republic of the Philippines

Department of Agriculture

**Fertilizer and Pesticide Authority**

FPA Bldg. BAI Compound, Visayas Ave. Diliman, Quezon City P.O. Box 2582, Q.C.

Tel. Nos. 8920-8573, 8441-1601, 8922-3368

E-mail add: [fpacentral77@gmail.com](mailto:fpacentral77@gmail.com) | Website: <http://fpa.da.gov.ph>

June 29, 2023

**SPECIAL ORDER**

**NO. 127**

**Series of 2023**

**SUBJECT : DESIGNATING MS. JEROLET C. SAHAGUN AS SPECIAL DISBURSING OFFICER (SDO) TO HANDLE CASH ADVANCE IN THE AMOUNT OF P 35,000.00**

In the interest of the service, Ms. Jerolet C. Sahagun, OIC Deputy Executive Director for Pesticide, is designated as Special Disbursing Officer (SDO) to handle a cash advance of **Thirty Five Thousand Pesos Only (Php 35,000.00)** to defray the cost of purchase of refrigerator chiller to be used as temperature-controlled storage of analytical standards and laboratory reagents in the Laboratory Services Division.

Upon completion of the activity, Ms. Sahagun shall immediately liquidate her cash advance, otherwise, salaries and/or any amount due to her shall be withheld.

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

This Special Order takes effect immediately.

**JULIETA B. LANSANGAN**

OIC Executive Director

