



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
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**SPECIAL ORDER**

No. 937

Series of 2024

**SUBJECT: DESIGNATION OF JORILYN A. ROSALES AS SPECIAL DISBURSING OFFICER (SDO) TO HOLD PETTY CASH FUND FOR KADIWA RETAIL SELLING ACTIVITIES**


In the exigency of service, **Ms. Jorilyn A. Rosales**, Market Specialist I, Agribusiness and Marketing Assistance Service (AMAS), is hereby designated as Special Disbursing Officer (SDO), to handle petty cash fund to be used solely for the KADIWA retail selling activities.

The monthly budgetary requirement amounting to **NINETY-FIVE THOUSAND PESOS ONLY (P95,000.00)** shall cover the food/meal expenses, chargeable against DA-AMAS funds, subject to the availability of funds and government accounting and auditing rules and regulations.

She shall be guided by applicable laws, rules and regulations regarding the handling of government funds. The cash advance should be immediately reported and liquidated when no longer needed or upon completion of the purpose for which it was given/granted.

This Order shall take effect immediately and shall be considered revoked upon completion of the activity. Accordingly, Special Order No. 209, Series of 2024, and all other orders, memoranda, and issuances, inconsistent herewith are deemed revoked.

Done this 28<sup>th</sup> day of June 2024.

  
**FRANCISCO P. TIU LAUREL JR.**  
Secretary *A*



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