



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 943

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 and to facilitate the conduct of the KADIWA Retail Selling activities, **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 for the said activities in the amount of One Hundred Fourteen Thousand Pesos (P 114,000.00) per month, chargeable against DA-AMAS funds, subject to existing government accounting and auditing rules and regulations.

The petty cash fund shall be solely use to defray the following expenses:

Object of Expenditures	Amount (in Peso)
Food / Meals	95,000.00
Supplies and Materials	6,000.00
Office supplies	1,000.00
Printing of tarpaulin	11,500.00
Miscellaneous	500.00
Total	114,000.00

Ms. Rosales shall be guided by applicable laws, rules and regulations regarding the handling of government funds. The cash advance shall be immediately liquidated when no longer needed or upon completion of the purpose for which it is given.

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 28th day of June 2024.

FRANCISCO P. TIU LAUREL JR.
 Secretary



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