



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

NO. 1730

Series of 2024

SUBJECT : DESIGNATION OF RONALD C. PAMITTAN, AS SPECIAL DISBURSING OFFICER (SDO) TO HOLD CASH ADVANCE FOR DA-ANNUAL CULTURAL AFFAIR CELEBRATION ON DECEMBER 2024

In the exigency of service, **MR. RONALD C. PAMITTAN** Chief, Administrative Officer, General Services Division, is hereby designated as **SPECIAL DISBURSING OFFICER**.


As such, Mr. Pamittan is hereby authorized to handle Cash Advance amounting to **FOUR HUNDRED TWENTY-THREE THOUSAND SEVEN HUNDRED PESOS (PHP423,700.00)** to be used solely for the following for the holding of the 2024 DA - Annual Affair Celebration to wit:

PARTICULARS	AMOUNT
Meal	Php5,700.00
Stage Decoration	Php35,000.00
Other Supplies	Php20,000.00
Christmas Tree	Php30,000.00
Assorted Christmas Decor	Php260,000.00
Santa Claus 4.5 ft	Php13,000.00
Assorted Christmas Light	Php30,000.00
Hardware Supplies (for stage)	Php15,000.00
Electrical Supplies	Php15,000.00
TOTAL =	Php423,700.00

Mr. Pamittan shall be guided by the rules and regulations covering the handling of government funds. Liquidation report shall be accomplished immediately upon the completion of the activity.

This order shall take effect immediately and shall be considered revoked upon completion of the activity. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 13th day of November 2024.


ALLAN Q. UMALI
Undersecretary for Administration
(as per Special Order No. 1014, Series of 2024)



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