SPECIAL ORDER NO. 20
Series of 2004

In the interest of the service, **MS. LOURDES A. LORENZO**, Bookkeeper is hereby designated to perform liaisoning work with government agencies and other entities where this Administration has official and routine transactions, with **MR. MARLON S. VALINA**, Casual as alternate Liaison.

As such, they are authorized to collect reimbursement of actual transportation expenses including taxi fares whenever necessary subject to usual accounting and auditing rules and regulations.

This Order takes effect immediately.


ROSALINDA DIMAPILIS-BALDOZ
Administrator