SPECIAL ORDER NO. 031
Series of 2013

In the interest of the service and in order to improve further the POEA frontline services for Overseas Filipino Workers (OFWs), MS. ATHENA D. REYES, Labor Employment Officer III, is hereby authorized to hold a cash advance in the amount of Five Thousand Pesos (Php 5,000.00) to defray miscellaneous expenses for the office maintenance and operational needs of the Labor Assistance Center, subject to the usual accounting and auditing rules and regulations.

Further, such cash advance is subject to replenishment upon liquidation.

Mandaluyong City, 16 January 2013.

[Signature]
Administrator