SPECIAL ORDER
Series 1998

In the interest of the service, effective immediately, the following POEA personnel are designated Special disbursing Officers (SDOs):

1. Remigia Alvarez - Executive Assistant IV
   Office of the Administrator

2. Cynthia Villanueva - Private Secretary I
   Office of the Deputy Administrator for Management Services

3. Consuelo Pineda - Private Secretary I
   Office of the Deputy Administrator for Licensing and Adjudication

4. Gloria Curammeng - Stenographic Reporter III
   Office of the Deputy Administrator for Welfare and Employment

5. Marilou Gealon - Secretary II
   Office of the Director, LRO

6. Zenaida Tan - Secretary II
   Office of the Director, WEO

7. Anita Moralde - Secretary II
   Office of the Director, PSO

8. Lucia Bernardo - LEO III
   Office of the Director, AO

9. Nini Lanto - Chief, LAC
   Labor Assistance Center, NAIA

10. Tita Hernandez - Sr. LEO
    PDSP, MRD

As such, they are authorized to handle cash advances amounting to P1,950 each to defray miscellaneous and incidental expenses that may be incurred to support the operations of their respective offices. They are enjoined to familiarize themselves with COA Circular No. 90-331 regarding the rules and regulations on the utilization and liquidation of cash advances. Furthermore, the attached guidelines should be strictly followed.

This order supersedes previous orders inconsistent herewith.

August 26, 1998

Reynaldo A. Regalado
Administrator