

Memorandum Order
No. 97-10
November 14, 1997

SUBJECT : Delegation of Authority on Financial and Administrative Matters

In order to achieve greater efficiency and effectiveness in the conduct of service in the Department Proper and pending the amendment of Department Administrative Order No. 38 and 38-A, both Series of 1990 and General Administrative Order No. 01, Series of 1991, the Assistant Secretary for Management and International Environmental Affairs is hereby further authorized to approve Requisition and Issue Voucher (RIV), Purchase Order (PO), Contract of Service (CS), Disbursement Voucher (DV) and Request Obligation of Allotment (ROA) not exceeding One Million Pesos.

This also ratifies all similar documents earlier signed by the Assistant Secretary for Management and International Environment Affairs.

This Order shall take effect immediately and supersedes all Orders inconsistent herewith.

(Sgd.) VICTOR O. RAMOS
Secretary