



Republic of the Philippines
Department of Social Welfare and Development

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ADMINISTRATIVE ORDER NO. 14
Series of 2015

Subject: **AMENDMENT TO M.C. NO. 13, SERIES OF 2014
(UPDATED MANUAL OF DELEGATION
AND DELINEATION OF AUTHORITY)**

Memorandum Circular No. 13, series of 2014 (*Updated Manual of Delegation and Delineation of Authority*), is hereby amended as follows:

Item II-I-2 (Administrative and Financial Matters – Disbursement Vouchers – Box B) with respect to the authority to sign Box B of Disbursement Vouchers in the Field Offices, is hereby amended to read thus:

	DESCRIPTION	APPROVING AUTHORITY
FO	Up to P500,000	Chief, Management Division
	Up to P10M	ARD concerned
	<u>Up to P50M</u>	<u>RD</u>
	<u>More than P50M</u>	<u>Secretary, unless RD is specifically authorized</u>

Item II-J (Administrative and Financial Matters – Signing and Countersigning of Checks) with respect to the authority to countersign checks in the Field Offices, is hereby amended to read thus:

	AMOUNT	COUNTERSIGNING	SIGNING
FO	Up to P50,000	Chief, Management Division	Cashier
	Up to P1M	ARDA/Chief, Management Division	
	Up to P5M	ARD concerned	
	<u>Up to P50M</u>	<u>RD</u>	
	<u>More than P50M</u>	<u>Secretary, unless RD is specifically authorized</u>	

This amendment shall take effect immediately.

24th September 2015, Quezon City, Philippines.


CORAZON JULIANO-SOLIMAN
Secretary

DELINEATION AMENDMENT AO 20150826