



Republika ng Pilipinas
KAGAWARAN NG KAGALINGANG PANLIPUNAN AT PAGPAPAUNLAD
(DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT)
BATASAN PAMBANSA COMPLEX, CONSTITUTION HILLS
QUEZON CITY



January 22, 2002

ADMINISTRATIVE ORDER

NO. 21
Series of 2002


JAN 24 2002
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SUBJECT : Delegation of Authority

Effective immediately and to continue until further order, the following administrative authorities are hereby delegated to **Mr. NICOMEDES P. SULLER, Officer-In-Charge, Administrative Service;**

1. Approve:
 - 1.1. Payrolls and other claims for salaries of regular and casual employees;
 - 1.2. RIVs/PO/LO for purchase and issuance of supplies and materials including spare parts in amount not exceeding P100,000.00 per transaction;
 - 1.3. Travel orders and trip tickets for drivers and conveyors within Metro Manila;
2. Certify as official telegrams and messages for transmittal from Bureau Directors and Service Directors specifically on Administrative concerns, e.g., insurance, purchase of equipment, maintenance and repair of DSWD facilities and records management.

This Order revokes any previous order inconsistent herewith.


LUWALHATI F. PABLO
Undersecretary In-Charge
General Administration and
Support Services Group

