



Republic of the Philippines
Department of Social Welfare and Development

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MEMORANDUM CIRCULAR

No. 15

Series of 2010

SUBJECT : **ADDENDUM TO MC No. 13 series of 2010 re:
DELEGATION OF AUTHORITY BY THE SECRETARY**

In the exigency of service, the following provisions are addendum under **Item II Financial Matters, Letter F, No. 2:**

II. FINANCIAL MATTERS

xxx

F. APPROVAL OF DISBURSEMENTS VOUCHERS

xxx

2. The authority to approve Disbursement Vouchers under Box B therein is delegated as follows:

xxx

2.1 The **Director for HRDMS** in Central Office is authorized to approve Disbursements Vouchers regardless of amount for payment of salaries, wages, allowances, compensation and other personnel services, including payment of overtime services, cost of services of MOA workers and mandatory remittances.

2.2 Likewise, approval for Disbursement Vouchers for payment of fixed regular expenditures for utilities and services such as power, water, telephone, gasoline, oil and lubricants, janitorial and security services and rental regardless of amount is delegated to the **Director for Administrative Service**.

Issued this 20th day of August 2010.


CORAZON JULIANO-SOLIMAN
Secretary