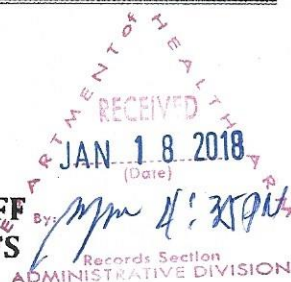




MEMORANDUM

Order No.: 042  
Series of 2018

CERTIFIED COPY



TO : ALL OFFICIALS AND ADMINISTRATIVE SUPPORT STAFF  
OF THE OFFICE OF THE REGIONAL GOVERNOR AND ITS  
AGENCIES/BUREAUS/OFFICES  
*Autonomous Region in Muslim Mindanao*

SUBJECT : NEW SIGNATORIES OF OBLIGATION REQUEST & STATUS (ORS)  
DISBURSEMENT VOUCHERS (DV) AND CHECKS

DATE : 10 January 2018

In view of the implementation of the Government Accounting Manual (GAM) prescribed accounting books, registries, records forms and reports, the following are the signatories of all financial documents, to wit:

1.1) MDS TRANSFER OF FUNDS (PS & MOOE)

a) Obligation Request and Status (ORS)

Box A : Norkhalila Mae B. Mambuay-Campong  
*Chief of Staff*

Box B : Emir Bahjin  
*Chief, Budget Division*

b) Disbursement Voucher

Box A : Atty. Sittie Mariam I. Balahim, CPA  
*Assistant Executive Secretary*

Box B : JOURNAL ENTRY VOUCHER (JEV)

Box C : Atty. Mimbawag T. Mangutara, Jr., CPA  
*Director III, FBMS*

Countersigned by: Brigida C. Fontanilla, CPA  
*Chief, Accountant*

Box D (APPROVAL): Atty. Laisa Masuhud Alamia  
*Executive Secretary*

c) Notice of Transfer of Allocation (NTA)

: Rosalinda H. Hassan  
*Chief, Cash Division*

: Atty. Laisa Masuhud Alamia  
*Executive Secretary*

Alternate : Norkhalila Mae B. Mambuay-Campong  
*Chief of Staff*



d) Check

: Rosalinda H. Hassan  
Chief, Cash Division

: Atty. Laisa Masuhud Alamia  
Executive Secretary

1.2) **ORG Signatories**

a) Obligation Request and Status (ORS)

Box A (PS) : Engr. Avila D. Abobakar  
Director III, AMS

(MOOE) : JOHN LOUIE D. BALAGOT  
Cabinet Secretary

Box B Emir Bahjin  
Chief, Budget Division

b) Disbursement Voucher

Box A : Head of Office/Division/Program Manager

Box B : JOURNAL ENTRY VOUCHER (JEV)

Box C : Atty. Mimbawag T. Mangutara, Jr., CPA  
Director III, FBMS

Countersigned by: Brigida C. Fontanilla, CPA  
Chief, Accountant

Box D : Norkhalila Mae B. Mambuay-Campong  
Chief of Staff

c) Check

: Rosalinda H. Hassan  
Chief, Cash Division

: Norkhalila Mae B. Mambuay-Campong  
Chief of Staff

For the Transfer of Funds, all agencies are directed to provide the necessary documents/attachments required (physical and financial report) in all fund transfers for project, accounts payable and other releases prior to the approval of the undersigned.

This Memorandum Order supersedes all other issuances inconsistent hereof.

For information and **STRICT COMPLIANCE**.

By Authority of the Regional Governor  
HON. MUJIV S. HATAMAN:

Atty. LAISA MASUHUD ALAMIA  
Executive Secretary

Cf: All agencies

ORG-ARMM RD-AMS  
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Records Division, AMS	
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