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September 3, 1993

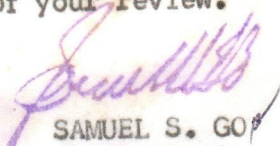
MEMORANDUM NO. 175
Series of 1993

T O: Mrs. Norma V. Cala, FMO
Mrs. Rosario L. Paulo, Accountant III

R E: Budget Review

Please conduct a review of the budgetary needs of our offices for the remaining quarter of the year and to proportionately allocate the remaining balance of VISCA funds. Before doing this, you are requested to first ascertain how much money can be pooled before sub-alloting the same to the offices concerned.

Please inform this office and the Vice President for Administration of the outcome of your review.


SAMUEL S. GO
President

cc: Dr. N. P. Pascual
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