MEMORANDUM NO. 106 Series of 1993

> T O: Mr. Wilfredo C. Valenzona Administrative Officer

SUBJECT: CIVIL SERVICE WEEK CELEBRATION

In connection with the 93rd Anniversary of the Philippine Civil Service Week from September 13-19, 1993 you are hereby requested to plan and implement our program of activities for the said celebration. As suggested by Hon. Commissioner Ramon P. Ereneta, Jr., our celebration will focus on Tree-Planting.

Please coordinate therefore with the Personnel Office in order to assure college wide participation in our tree planting activity.

For compliance.

SAMUEL S. GOX President

cc: Department of Forestry
Personnel Office
Records
File