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February 14, 1994

Memorandum No. <u>18</u> Series of 1994

T 0 : ALL DEPT. /OFFICE/UNIT HEADS & CENTER DIRECTORS

R E : 1995 ANNUAL DEVELOPMENT PLANS

Please be reminded of the annual development plans of your unit/office/department/center for CY 1995 which should be submitted to the Office of the President on or before March 1, 1994, copy furnished the Planning and Development Office and your respective directors.

The plan should follow the attached format.

For compliance.

SAMUEL S. GO

President