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October 25, 1988


MEMORANDUM NO. 145  
Series of 1988

T O: ALL Office Heads and Others Concerned  
R E: Assessment of Typhoon Damages

Please make a quick assessment of any damage typhoon Unsang may have caused in your respective areas of jurisdiction and make a report to the appropriate office for proper action, copy furnished this office. If you feel there are damages that can not be handled under the normal system and need special attention, please send your report directly to us for review. Please include a description of the work that needs to be done and possibly an estimate of the cost of repair. All reports must be in by Oct. 31, 1988.

The Office of General Services is advised to make a thorough survey of the VISCA campus, particularly concerning the water, electrical and drainage system, not to mention the buildings, and do whatever is necessary to arrest any further damage.

Thank you for your cooperation.

  
M. R. VILLANUEVA  
President 