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335

December 9, 1987

MEMORANDUM NO. 145

Series of 1987

Re: Designation of Officer-in-Charge of the
T O: Head, Department of Physical Education
Registrar
Director, Office of Student Affairs
Director, Office of the Director of Instruction

R E: FINANCIAL ASSISTANCE

Please be informed that all forms of financial assistance originating from the Department of Physical Education i.e., Varsity, Choral, Dance Troupe Grants, etc. shall pass through the above offices for recommending approval before they will be finally approved by the Office of the President.

M. R. Villanueva
M. R. VILLANUEVA
President

cc: Acctg. Div.
Budget Office
COA
Cash Div.
Personnel Div.

M. R. VILLANUEVA
President