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September 30, 1987

MEMORANDUM NO. 116  
Series of 1987

TO: Ms. Aurora Andres

RE: APPOINTMENT AS PART-TIME STENOGRAPHER

By virtue of Board Resolution No. 28, s. 1987, your appointment as part-time Stenographer for ViSCA at the Office of the Asst. Provincial Fiscal, Baybay, Leyte is hereby renewed effective October 1, 1987 until December 31, 1988, unless sooner changed or revoked, without prejudice to renewal, with the usual duties and responsibilities. This appointment supercedes an earlier appointment issued to you to the same effect.

In exchange for your services to ViSCA, you shall receive a token honorarium of P250 per month effective October 1, 1987 as long as this appointment remains valid.

Thank you.

*M. R. Villanueva*  
MARIANITO R. VILLANUEVA  
President

cc: Accounting      Personnel  
     Budget  
     Auditing  
     Dir. Business Affairs  
     Records  
     File