

339
338
July 27, 1989
July 26, 1989
July 27, 1989

MEMORANDUM NO. 104
Series of 1989

TO: Dr. Samuel S. Go
Vice President for Administration
RE: Designation as Officer-in-Charge of the College
RE: "Eureka Bodega"

You are hereby designated Officer-in-Charge of the Visayas In order for us to establish ownership or claim and decide on the proper disposition of the contents of the bodega, which you have claimed to contain items left by Eureka Construction and placed under your care, please furnish this office all pertinent records and information available to you such as the following:

1. As OIC, you are authorized to discharge the functions of project supervisors who turned over the your duty bodega and its contents to you; President for Academic Affairs.

2. Documents showing ownership of all items left behind;
3. College buildings for which the materials are intended and/or buildings/contracts abandoned by Eureka Const.;
4. Initial inventory of the contents and other items left behind by Eureka Const.;
5. Record of distributed items after the departure of Eureka
6. All other information/records pertinent to the items in the bodega and others which may have been included among those left behind by contractors.

Thank you.

M. R. Villanueva
M. R. VILLANUEVA
President

cc: Mr. Alfredo Arradaza, Jr.
Mr. Dominador Lauzon, Jr.