

13 July 1988

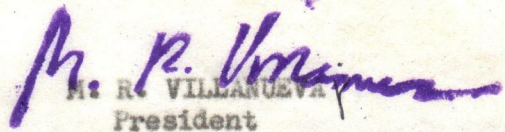
MEMORANDUM NO. 93
Series of 1988

T O: Dir. Camilo D. Villanueva

R E: Designation as Officer-in-Charge of the Office of the
Vice President for Administration

You are hereby designated Officer-in-Charge of the Office of the Vice President for Administration effective this afternoon until the return of the incumbent. As OIC, you are expected to perform the functions of the OVPA in addition to your regular duties as Director of Business Affairs.

Please be guided accordingly.


M. R. VILLANUEVA
President

cc: OVPA
Personnel
Accounting
Budget
COA
Cash
Records
File