

June 21, 1995

MEMORANDUM NO. 78  
Series of 1995TO: Mr. Panfilo Estremos *SK*

RE: Properties to be Considered Waste

A partial report regarding the comprehensive inventory conducted by Mr. Dominador A. Lauzon, Jr. and company reveals that the following items are already due for waste:

<u>Name of Accountable Official</u>	<u>Particular of the Item</u>	<u>No. of Units</u>
<b>DYAC</b>		
1. Mr. N. C. Carreno	(list with Mr. Lauzon)	7 items
2. Ms. M. B. Obando	(list with Mr. Lauzon)	1 item
3. Ms. C. A. Sudario	(list with Mr. Lauzon)	34 items
<b>DEVCOM</b>		
4. Mr. R. S. Gravoso	(list with Mr. Lauzon)	10 items
<b>PRCRTC</b>		
5. Ms. V. Z. Acedo	(list with Mr. Lauzon)	6 items
6. Ms. E. A. Gundaya	(list with Mr. Lauzon)	12 items
7. Dr. J. L. Bacusmo	(list with Mr. Lauzon)	10 items

In view of the above, you are hereby directed to facilitate the immediate preparation of Report of Waste Materials and its corresponding dropping from our books the total value of condemned items. This assignment must be completed on or before July 15, 1995.

For compliance.

*[Signature]*  
SAMUEL S. CO  
President *o/c*  
*o/22*

cc: Ms. Lourdes B. Cano *4/23/95*  
Mr. Alfredo C. Arradaza, Jr. *mm*  
Mr. Dominador A. Lauzon, Jr. *mm*  
Mr. Sergio C. Abenio *fr 4/23*