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August 9, 1993

MEMORANDUM NO. 114
Series of 1993

T O: Mr. Sixto P. Sandoval

SUBJECT: Designation as Executive Secretary to the
College President

You
You are hereby designated Executive Secretary to
the College President effective today, August 9, 1993
in addition to your regular duties as IGPO Manager.

As Executive Secretary, you shall assist the
undersigned in running the day to day affairs of the
office.

For compliance.

SAMUEL S. GOR
President

cc: Cash
Accounting
Personnel
Records
File