

FILE
RECORDS DIVISION

February 2, 1984

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MEMORANDUM NO. 14
Series of 1984

T O: Prof. Andres F. Duatin
Mr. Efren B. Sas

SUBJECT: Designation as OIC of the Office of the Director
of Instruction and the Center for Social Research

In connection with Dr. E. R. Ponce's official trip
to Manila on February 2-4, 1984 or until his return from
Manila the following staff are hereby designated as Officer-
in-Charge:

1. Prof. Andres F. Duatin - Office of the Director
of Instruction
2. Mr. Efren B. Sas - Center for Social
Research

As OIC, you are given full authority to discharge the functions
of the said offices.


F. A. BERNARDO
President

cc: OVPA
Personnel
Accounting
ICU
Auditor
Research
Records
File

/dpa