

December 28, 1995

MEMORANDUM NO. 153  
Series of 1995

T O: Engr. Nestor Israel — *[Signature]*  
Mr. Alfredo Arradaza, Jr. — *[Signature]* *plu*  
Mrs. Erlinda Esguerra  
Miss Anecia Fernandez *[Signature]* *12/28/95*

SUBJECT: Overtime Work

Please instruct your staff to render overtime work starting today in order to facilitate all documents needed to close the College books of accounts.

For compliance.

*[Signature]*  
SAMUEL S. GO  
President *[Signature]*

cc: OVPA — *q*  
OAA — *q* *[Signature]*  
Records  
Personnel } *there is no diamond 12-28-95*  
File

memo.over.indy