

December 19, 1995

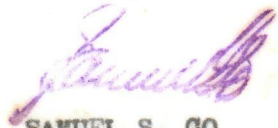
MEMORANDUM NO. 145  
Series of 1995

T O: Prof. Paciano T. Quirol - *no petty p. 20-95*

SUBJECT: Designation As Officer-in-Charge of the Office of  
Administrative Affairs

You are hereby designated Officer-in-Charge of the Office of  
Administrative Affairs effective today, December 19, 1995 until  
the return of Mrs. Lourdes B. Cano who is on leave.

As OIC, you are authorized to discharge the functions of the  
Office of Administrative Affairs in addition to your duties and  
responsibilities as College Secretary and Head of PICRO.

  
SAMUEL S. GO  
President *HN*

cc: Personnel  
Accounting  
Cash  
Records  
File

*records*

*12/20/95*