

Office of the Vice President for  
Academic Affairs

January 22, 1986

MEMORANDUM NO. 11  
Series of 1986

T O: Ms. Consuelo B. Jaime

SUBJECT: Designation as OIC of the Library

You are hereby designated Officer-in-Charge of the Library effective today January 22-24, 1986 or until the return of Ms. Linda K. Miranda who will attend a seminar on "S & T Information Handling, Processing, and Services".

As OIC, you are given full authority to discharge the duties and responsibilities of a Chief Librarian.

*M. R. Villanueva*  
M. R. VILLANUEVA  
Officer-in-Charge

cc: Accounting Division  
ICU  
Records Division  
Personnel Office  
File