

FILE
RECORDS DIVISION

January 12, 1984

MEMORANDUM NO. 4
Series of 1984

T O: Dr. Nelson M. Esguerra
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 January 12-14, 1984 or until his return from
Manila the following staff are hereby designated as Officer-
in-Charge:

1. Dr. Nelson M. Esguerra - 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. Bernando
F. A. BERNANDO
President

cc: OVPA
Personnel
Accounting
ICU
Auditor
Records
File

/apa