

OFFICE OF THE PRESIDENT

299
August 30, 1993

MEMORANDUM NO. 161
Series of 1993

T O: Mrs. Norma V. Cala
Financial Management Officer

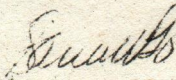
R E: Additional Administrative Responsibilities

In addition to your existing responsibilities in the Budget Office and Internal Control Unit, you are hereby requested to perform your administrative and supervisory functions over the following offices:

1. Accounting Division
2. Cash Division
3. Supply and Property Management Division

These additional assignments are in line with our DBM-approved streamlining scheme and in accordance with the BOT-approved "Interim ViSCA Organizational Chart".

This memorandum shall take effect on September 1, 1993.


SAMUEL S. GO
President

cc: All Dept./Office/Center Heads
Records
File