

January 21, 1991

MEMORANDUM NO. 11
Series of 1991

T O: Mr. Sergio C. Abenio

R E: Designation as Officer-in-Charge of Budget/ICU Office

You are hereby designated as Officer-in-Charge of the Budget/ICU Office effective today January 21, 1991 or until the return of Ms. Norma V. Cala who is on official travel.

As OIC, you are authorized to discharge the functions of the Budget/ICU office in addition to your duties and responsibilities as Clerk II of the Internal Control Unit.

MANUEL K. PALOMAR
Officer-in-Charge
and
Acting Director, Graduate School

cc: Budget/ICU
OVPA
OBA
Accounting
Personnel
Cash
COA
Records
File