

January 14, 1994

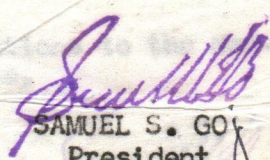
MEMORANDUM NO. 3  
Series of 1994

T O: Ms. Lourdes B. Cano  
OIC-Administrative Officer

SUBJECT: ADDITIONAL RESPONSIBILITIES

In view of the approved leave of absence of Mrs. Maxima C. Abogadie, Records Officer III, and considering that the Records Office is administratively under your present supervision, you are hereby authorized to sign all papers in behalf of Mrs. Abogadie. This temporary assignment shall take effect immediately until the return of Mrs. Abogadie or until a new Records Officer is designated or appointed.

Please be guided accordingly.

  
SAMUEL S. GO  
President

cc: Vice President for Administration  
Personnel Office  
Budget  
Accounting  
Cash  
Records  
File

File