

## **Department of Administration**

(DIPATTAMENTON ATEMENSTRASION)

## **DIRECTOR'S OFFICE**

(UFISINAN DIREKTOT)
Post Office Box 884 Hagatña Guam 96932
Tel: (671) 475-1101/1250 Fax: (671) 477-6788



Lourdes M. Perez Director Joseph C. Manibusan Deputy Director

January 05, 2009

The Honorable Judith T. Won Pat, Ed.D.

Speaker, Mina Bente Nuebe na Liheslaturan Guahan
155 Hesler Place

Hagatna, Guam 96910

RE: Travel Expense Monthly Report - December 2008

Dear Madam Speaker:

Buenas yan Hafa Adai! In pursuant to Public Law 29-113, Chapter VII, Section 35, we are submitting the locally funded travel expense report for the month ended December 2008.

Should you have any questions relating to this matter, please contact the Department of Administration, Division of Accounts' Deputy Financial Manager, Ms. Kathy Kakigi at 475-1169/1260.

Si Yu'os Ma'ase!

Sincerely,

Director of Administration

Attachment