Our Ref: OM-Pro.Con/054

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21 April 2003

**MEMORANDUM**

To : Derek Ong

From : Loh Fook Yuen

Subject : **PROPOSED NEW ERECTION OF A 5-STOREY MOTOR VEHICLE SERVICE CENTRE AT 305 ALEXANDRA ROAD**
**PROJECT CORRESPONDENCE**

In accordance with Section A3 – Administration Control Clause 1 - Outgoing Correspondences, you are authorized to sign simple letters and faxes which are routine in nature and with no contractual implications.

Please comply accordingly.

LOH FOOK YUEN

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