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**REVISED**  
**PD 93-01**

December 13, 1993

MEMO TO: SJSU Managers and Supervisors

FROM: J. Handel Evans  
President

A handwritten signature in black ink, appearing to read 'J. Handel Evans', written over a light gray rectangular background.

SUBJECT: "Chain of Command"

This memorandum will serve as the delegation of both authority and responsibility to the following administrators to make decisions on behalf of the President in emergency situations when I am not available. The "Chain of Command" is as follows:

1. President
2. Academic Vice President
3. Vice President for Administration
4. Vice President for Student Affairs
5. Associate VP, Faculty Affairs
6. Associate VP, Admissions and Records

This memorandum supersedes all previous notices on the same subject, and is not intended to alter the normal responsibilities of any of the administrators indicated, nor should it be so interpreted.

JHE:ms

c: CSU Chancellor Munitz  
Executive Committee, SJSU Academic Senate