



THE SECRETARY OF VETERANS AFFAIRS  
WASHINGTON

January 20, 2021

**MEMORANDUM FOR UNDER SECRETARIES, ASSISTANT SECRETARIES AND  
OTHER KEY OFFICIALS**

Effective 12:00 p.m. on January 20, 2021, and until further notice, Kayla Williams, Senior Advisor for Public and Intergovernmental Affairs, Office of the Secretary, will serve as Senior Advisor for Public and Intergovernmental Affairs, Performing the Delegable Duties of the Assistant Secretary for Public and Intergovernmental Affairs.

A handwritten signature in cursive script that reads "Dat Tran".

Dat P. Tran  
Acting