

## OFFICE OF THE HEAD OF **RECORDS AND ARCHIVES**

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## REQUEST FOR INFORMATION/RECORD

Date: <u>Dec 1, 2021</u>
Name of Requestor: EUTIQUIO E. SUDATUA
Address: NChC-V, VSU, Visca
Contact Nos.: 0917 306 5331 E-mail address: telusudaria egmail. com
Proof of Identity presented: Senier 10 ID No.: 2019-01066
Requested Information:
Service reard (reflecting NW 27 Step increment memors)
Reason & intended use of requested information/document
No. of copies For GSIS (retirement)
Signature of Requestor/Representative
Action on the request:
Approved:
DANIEL LESLIE S. TAN Vice President for Administration & Finance
Evidence of payment: OR No0 4 0 5 3 5 4 Date: Date: Amount: 30 /
Disapproved:
DANIEL LESLIE S. TAN
Vice President for Administration & Finance
Remarks/reason for disapproval: