



REQUEST FOR INFORMATION/RECORD

Date: 2-11-2022

Name of Requestor: Jan Ana M. Salar

Address: Guadalupe, Baybay City, Leyte

Contact Number: 0963-2656215

E-mail address: jmasendo@yahoo.com

Proof of Identity: VSU ID

ID No.: V000328

Requested Information:

- Request for updated service record

No. of copies: 5

Reason & intended use of requested information/document

use for supporting documents for GSIS retirement/separation benefit & last salary & terminal pay.

Jan Ana M. Salar
Signature of Requestor/Representative

Action on the request:

Approved:

RYSAN C. GUINOCOR
Director, ODAS and FOI Decision Maker

Evidence of payment: OR No. _____ Date: _____ Amount: _____

Disapproved:

RYSAN C. GUINOCOR
Director, ODAS and FOI Decision Maker

Remarks/reason for disapproval: