



28 November 2019

**MEMORANDUM NO. 416**  
Series of 2019

**T O: All Faculty and Staff Concerned**

**R E: Pre-Retirement Seminar**

Please be informed that GSIS Maasin Branch will conduct a **Pre-Retirement Seminar** on **December 3, 2019** from **9:00 AM – 11:00 AM** at the **Baybay City Auditorium**.

Prospective participants are retiring members (aged 59-65 years old) who are planning to retire in three (3) months and those who have six (6) months from their compulsory date of retirement. Per CSC Memorandum Circular No. 15, s. Of 2019, attendance to this seminar is considered official business.

Due to limited number of slots, interested employees are advised to notify ODAHRD c/o Ms. Jonna Degenion so that your name can be submitted to GSIS as soon as possible.

For information and guidance.

  
fr **EDGARDO E. TULIN**  
President *alc 11/28/19*

cc: ODAHRD  
Records  
File