



19 November 2021

MEMORANDUM CIRCULAR NO. 120

Series of 2021

T O: All Concerned

R E: Virtual Pre-retirement Orientation Seminar on November 22, 2021

Please be informed that there will be a **Virtual Pre-retirement Orientation** on November 22, 2021 at 1:30 pm. The purpose of the said activity is to help our employees especially those who are 55-64 years old in making plans for his/her inevitable retirement from the government service. The orientation will also present the available retirement plans to maximize retirees' benefits as well as prepare the needed documents in order to facilitate a timely receipt of retirement pay and other benefits. We have invited Ms. Nelia B. Lastimosa, GSIS Maasin Branch Manager as Resource Person for this virtual seminar.

In view of this, College Deans, Department/Office Heads and Directors are requested to allow the prospective participants to participate in this pre-retirement orientation seminar. DdRCs are requested to facilitate the pre-registration of our prospective retirees. Please fill out the pre-registration form <https://forms.gle/LPgs8pyn85HXs2Nx7>.

Finally, interested participants are encouraged to join the webinar using the zoom details provided below.

Join Zoom meeting:

<https://zoom.us/j/99623420286?pwd=V0JvbGFzUnBHSmZkU3N1VXA0NFVKdz09>

Meeting ID: **996 2342 0286**

Passcode: **802434**

Name/Screen format: VSU- First Name Last name (eg. VSU – Juan dela Cruz)

Please be guided accordingly.

EDGARDO E. TULIN
President