



# Visayas State University

Visca, Baybay City, Leyte 6521-A

Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

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Office of the President

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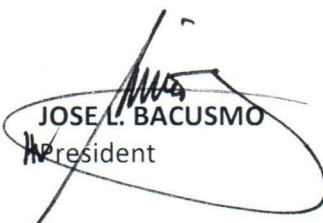
T O: All Concerned

R E: Pre-Retirement Orientation Seminar on July 5, 2013

Please be informed that a one-day Pre-retirement Orientation Seminar will be conducted on **July 5, 2013** starting at **8:00 o'clock in the morning** at the **PhilRootcrops Training Hall**. The purpose of this activity among others, is to help would-be retirees to start making plans for their retirement, know available retirement options, how to effectively and efficiently manage retirement funds and be aware of the documents to prepare and submit in order to facilitate timely receipt of retirement pay and other benefits.

Please confirm your attendance so we can estimate the number of participants.

Please be guided accordingly.

  
JOSE L. BACUSMO  
President