



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

12 March 2002

MEMORANDUM CIRCULAR NO. 20

Series of 2002

T O: All Retirees Concerned


R E: Claims for Retirement Gratuity Benefits

This is to update you of the recent action of the Department of Budget and Management (DBM) regarding our request for release of funds for the payment of retirement gratuity benefits from the Miscellaneous Personnel Benefits Fund (MPBF).

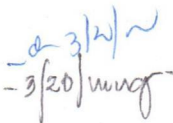
We were advised that the MPBF should be availed only for the payment of said benefit of retired employees not covered by the GSIS retirement law. Retirees qualified under R.A. No. 1616 are therefore, encouraged to avail of the GSIS retirement package. Otherwise, the retirement benefits shall be charged against savings, which we cannot guarantee.

In view of this, the Human Resource Management Officer is directed to enlighten the retirees/prospective retirees under which package he can avail to facilitate the smooth processing of their claims.

For information and guidance.


PACIENCIA P. MILAN
President

cc: Dir. L. B. Cano
Ms. T. L. Quiñanola


- 3/20/02 -