



LEYTE STATE UNIVERSITY

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Office of the President

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MEMORANDUM CIRCULAR NO. 07
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T O: All Department/Unit/Office Heads

R E: Computation of Retirement Option/Privileges

A representative from the GSIS Tacloban City will be here on Thursday, February 27, 2003 at 1:00 p.m. through our invitation to discuss/orient us with the different retirement schemes available to government employees.

Please advise your staff who is nearing retirement age (58 and above) to attend the said seminar at CCE to be able to choose wisely the best option available.

For dissemination.


PACIENCIA P. MILAN
President