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Office of the President

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MEMORANDUM NO. 48
Series of 2013

T O: All Concerned Faculty and Staff

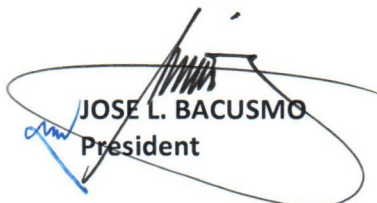
R E: Discrepancy of GSIS & VSU Record of Date of Birth

Please be informed that the GSIS record of birth of the herein listed faculty and staff do not jibe with the records of the university. There is therefore a need to reconcile the two records.

To facilitate reconciliation and change of the GSIS record, please submit an original copy of your Birth certificate together with the official receipt issued by NSO to ODAHRD. Said documents will support the Agency Remittance Advice which will be prepared and forwarded to GSIS as their basis in effecting change of your date of birth in the GSIS system.

		GSIS RECORD	VSU RECORD
ALKUINO	CONSTANCIO	01/29/1953	01/29/52
BORIGON	NOEL	02/21/1961	02/20/61
CENTINO	ZYRA MAY	06/17/1986	05/29/86
IGOT	LEOPOLDO	01/17/1956	04/20/56
PANCITO	MYRNA	12/18/1961	12/18/60

Please be guided accordingly.


JOSE L. BACUSMO
President