



DEPARTMENT OF EDUCATION

Region X-Northern Mindanao

DIVISION OF MALAYBALAY CITY

Sayre Highway, Purok 6, Casisang., Malaybalay City

Email Address: depedmalaybalay@gmail.com; Official website: www.depedmalaybalay.net




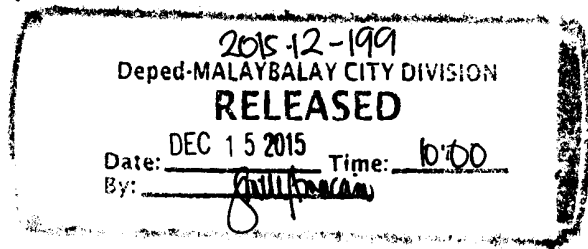
December 14, 2015

DIVISION ADVISORY

**SUBMISSION OF AUTHENTICATED COPY OF PAYSIP FOR
CONFIRMATION OF GSIS LOANS**

**TO : Chief Education Supervisors and Staff, CID & SGOD
Public Schools District Supervisors
Elementary and Secondary School Heads
Section Heads and Staff
All Others Concerned**


**FROM: EDILBERTO L. OPLENARIA, CESO VI
OIC-Schools Division Superintendent**



1. You are hereby directed to submit an authenticated copy of the latest pay slip whenever applying for GSIS Consolidated and Regular Loans to the GSIS Agency Authorized Officer (AAO) Jutchel L. Nayra, DPA, for use as basis in the confirmation of your GSIS loan.
2. Further, the latest authenticated pay slip is advised to be submitted to the AAO within six (6) days from the date the loan is applied. Otherwise, the loan will not be confirmed as there was no basis.
3. For information and widest dissemination.

Copy furnished:
Records Section
AO File

TO BE POSTED IN THE DIVISION WEBSITE