

DEPARTMENT OF EDUCATION

Region X-Northern Mindanao

DIVISION OF MALAYBALAY CITY



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November 6, 2015

DIVISION ADVISORY

UPDATING OF CONTACT DETAILS AT GOVERNMENT **SERVICE INSURANCE SYSTEM (GSIS)**

: Chief Education Supervisors and Staff, CID & SGOD TO

Public Schools District Supervisors

Elementary and Secondary School Heads

Section Heads and Staff All Others Concerned

Date:

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

- 1. For information of all concerned, this Office hereby reiterates the herein advisory from GSIS informing all members to update their contact details specifically their email addresses and cell phone numbers through the GSIS kiosk or coursed through the Agency Authorized Officer.(AAO) facility.
- 2. For widest dissemination.

Encl.:

As stated

Copy furnished:

Records Section

AO File

TO BE POSTED IN THE DIVISION WEBSITE



ADVISORY TO AGENCY AUTHORIZED OFFICERS and LIAISON OFFICERS on the UPDATING OF CONTACT DETAILS

In line with our efforts of keeping all member — borrowers informed and updated on the status of their loan applications, please remind all members in your agency to update their contact details specifically their email addresses and cell phone numbers. This can be done through the GSIS klosk or coursed through the Agency Authorized Officer (AAD) facility.

Your support on this matter is greatly appreciated.

(Original Signed)
Manager
Membership Department VISMIN
GSIS Pasay City