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MALAYBALAY CITY DIVISION
RELEASED
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BY

Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

DIVISION ADVISORY
No. 75, series of 2020

To : Chief Education Supervisors, CID and SGOD
Unit Heads & Staff
All Others Concerned

From : **VICTORIA V. GAZO, PhD., CESO V**
Schools Division Superintendent

Date : September 23, 2020

Subject: Dissemination of Government Service Insurance System (GSIS) Advisory

1. For information and guidance, this Office hereby disseminates the herein attached GSIS Advisory to all GSIS Members, Pensioners and Other Clients that their Malaybalay Branch Office will be closed from September 24 to 28, 2020.
2. Members and pensioners are advised to use their online facilities for loans and claims. Pensioners may report online for the Annual Pensioners Information Revalidation (APIR).
3. Widest dissemination of this advisory is desired.

Enclosure: As stated



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GSIS Government Service Insurance System
MALAYBALAY BRANCH OFFICE

ADVISORY TO GSIS MEMBERS, PENSIONERS AND OTHER CLIENTS

The GSIS Malaybalay Branch Office will be closed from September 24 to 28, 2020 due to the scheduled RT-PCR Testing, including the required quarantine/isolation, of all its personnel and non-personnel. Operations will resume on Tuesday, September 29, 2020.

All employees in the Branch Office will continue to function remotely. Members and pensioners are advised to use our online facilities for loans and claims. Pensioners may report online for the Annual Pensioners Information Revalidation (APIR).

Clients may get in touch with us through our official email address, gsismalaybalay@gsis.gov.ph and Facebook page, *GSIS Malaybalay City Branch*.

Please bear with us. The health and safety of our members, pensioners and employees is our primary concern.

SONIA B. GUTIERREZ
Branch Manager