



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

May 09, 2024

MEMORANDUM

No. 82 s.2024

**GSIS AGENCY AUTHORIZED OFFICERS (AAO) AND ELECTRONIC
REMITTANCE FILE (ERF) HANDLERS RE-ORIENTATION SEMINAR**

TO: Division Office Personnel Concerned

1. In reference to the GSIS Membership Department Cagayan de Oro Memorandum hereto attached, the following Division Office Personnel are enjoined to attend the Re-orientation seminar on May 16, 2024, 8:00AM to 5:00PM at Chali Beach Resort Conference Center, Zone 3 Cugman Cagayan de Oro City.
2. The Orientation Seminar shall be attended by the following:

RISA BEA SOCORRO M. BORRES
CHARISSE C. UDANG
MARIFE A. ABROGAR
ANGELIE N. SIDILLO
KURT CELICA A. BACAS
3. In adherence to Equal Employment Opportunity Principle (EEOP) inclusive and fair treatment is accorded to all participants regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
4. Compliance and dissemination of this memorandum is directed.

ROY ANGELO E. GAZO
Schools Division Superintendent

RSV



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MEMORANDUM

For : **The Heads of Government Agencies**
GSIS Cagayan De Oro Branch Coverage

Through : **The Agency Authorized Officers**

From : **The Department Manager**
Membership Department, Visayas-Mindanao Group

Date : May 06, 2024

Subject : Agency Authorized Officers (AAO) and Electronic Remittance File (ERF) Handlers Re-orientation Seminar

The Membership Department in coordination with GSIS Cagayan De Oro Branch Office, will conduct a re-orientation seminar for the Principal AAOs and ERF Handlers in Chali Resort and Conference Center, Zone 3, Cugman, Cagayan de Oro City on May 16, 2024, Thursday from 08:00AM to 05:00PM.

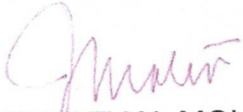
The seminar aims to discuss about GSIS updates, WebMSP, billing and remittance and the common issues and concerns of the agencies in relation to employee's records.

We also aim to recognize the outstanding performance of our partner AAOs and ERF Handlers.

In this regard, we respectfully request your AAOs and ERF Handlers to attend this seminar.

We would appreciate confirmation of their attendance not later than May 10, 2024 thru email to Mr. Jolouis L. Beran at jolberan@gsis.gov.ph. You may also contact us at 0929 797 2148.

Thank you for your partnership. We are looking for a fruitful meeting with your representatives.


JOEFREY N. MOLENO
OIC-Manager