



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Schools Division of Bohol

**Office of the Schools Division  
Superintendent**

**July 31, 2024**

**Inter-Office Memorandum**  
**IOM- 2024-22**

To:

Fermin M. Albutra	Nicanora Gretli Fostanes
Felipe B. Platino	Miraflor C. Sambayon
Ritchie Anding	Hector B. Curan
Simon Bolasco	Jerson Fullante
Jasmin Coloscos	Maria Riyah A. Lagura
Mark Cyril Potane	Anna Liza Ilaya
Josefina Ursos	Marissa Centino
Alma Espina	Jessa Marie Soriano
Eva Sagrario	Ermalinda C. Amores
Elena Vicoy	Hector C. Aque

1. The above mentioned Non-Teaching personnel are advised to attend the Coordination Meeting on the Ginhawa Service Program of the GSIS as per letter request from Nelia B. Lastimoso, Branch Manager, GSIS Bohol Branch on August 7, 2024 @ 9:00 A.M. to be held in Panda Tea Garden, Dao, Tagbilaran City.
2. Travelling and other incidental expenses incurred shall be charged to School Fund for personnel from school subject to usual accounting and auditing rules and procedures.
3. This serve as your travel order to attend.
4. Please be guided accordingly.

*for: Puy*  
CASIANA P. CABERTE PhD, CESO VI  
OIC-Schools Division Superintendent *5*



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GSIS

**Government Service Insurance System**  
Paseguruhan ng mga Naglilingkod sa Pamahalaan  
**BOHOL BRANCH OFFICE**



*In Fernan kindly choose to participate is this act  
OK*

July 12, 2024

**DR. CASIANA P. CABERTE**

Division Superintendent  
Division of Bohol  
Tagbilaran City  
6300

Dear Dr. Caberte:

The GSIS Bohol Branch will be having a Liaison Officers Meeting on August 7, 2024, Wednesday to be held at the Panda Tea Garden, Dao, Tagbilaran City. Registration starts at 8:00 AM. The meeting will commence at 9:00 AM and end @ 1:00 PM.

In this regard, may we request twenty Admin Officers from Dep Ed who can attend of the said meeting.

The meeting will discuss GSIS concerns affecting the welfare of GSIS members as well as Updates of Ginhawa Services offered by GSIS.

Kindly forward us names of your recommended participants with their corresponding contact numbers and email to [sbviva@gsis.gov.ph](mailto:sbviva@gsis.gov.ph) for seat reservation.

We hope this request will merit your consideration.

Thank you very much.

*Nelia B. Lastimosa*  
**NELIA B. LASTIMOSA**  
Branch Manager

- |  |                           |                  |
|--|---------------------------|------------------|
| 1 Albuton                                  | 11 Millabanguo            | Sargan Cst.      |
| 2 Platino                                  | 12 Dayum                  | Sargayan Cst     |
| 3 Anding                                   | 13 Larn                   | G. Hernandez Cst |
| 4 Bolasco                                  | 14 Enriquez               | Arda Cst         |
| 5 Colocan                                  | 15 Cabanatan              | Wong II Cst      |
| 6 Fullante                                 | 16 Villahermosa           | Tubigon Cst      |
| 7 Pastanes                                 | 17 Loma O-as              | S. Malones Cst   |
| 8 <del>Sabana</del> - <del>Wong</del> Cst. | 18 Baygan - Milar. Cst    |                  |
| 9 Daganac                                  | 19 Ursis - San Isidro Cst |                  |
| 10 Centino                                 | 20 Wfranco - CPE Cst      |                  |

C.P.G. North Avenue, Cogon District, Tagbilaran City



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