



Republic of the Philippines

Tourism Infrastructure & Enterprise Zone Authority**MEMORANDUM TO ALL CONCERNED PERSONNEL**


FROM : THE MANAGER
Administrative Services Department

SUBJECT : CORPORATE RETIREMENT ORIENTATION

DATE : 20 OCTOBER 2021

The Human Resource Services Division (HRD) has scheduled a Corporate Retirement Orientation on Tuesday, 26 October 2021, from 2:00 PM to 4:00 PM via Zoom.

The orientation will be on TIEZA retirement procedures, important timelines and reminders to facilitate the timely processing of retirement benefits.

Personnel who plan to retire and those who will be retiring next year are enjoined to attend this orientation.

A Zoom meeting link will be provided by learning@tieza.gov.ph through your respective email addresses.

For queries and/or clarifications about the webinar, please contact Ms. Sheena Borromeo of ADSD at 8249-59-00/79 loc 626/925.

For your information.