



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

**MEMORANDUM**

**FOR : DEPARTMENT MANAGER**  
Administrative Service Department

**THRU : DEPARTMENT MANAGER**  
Operations Department

**FROM : OFFICER-IN-CHARGE**  
Zamboanga Golf Course and Beach Park

**SUBJECT : REQUEST FOR CSC RECORD SERVICE CARD**

**DATE : OCTOBER 28 , 2021**

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The undersigned would like to request for CSC Service Record Card of the following ZGCBP personnel for GSIS Pension requirements.

1. AGUIRRE , RICARDO SR.
2. POTOT ,VIVENCIO
3. SERRANO, EDUARDO

Looking forward for an immediate action on the said request.

Thank you and keep safe.

  
**CLAIRE S. BORJA**