



GAPROTEC SECURITY INC.
2nd Floor Albulario Bldg., Gen. Maxilom Ave., Cebu City
Telefax No. (032) 234-2625
Email Address: gaprotec2001@gmail.com



ISO 9001:2015
Cert. Reg. TUV100 05 3841

CERTIFICATION

TO WHOM IT MAY CONCERN:

This is to certify that **MS. IRENE R. BOISER** has been employed with Gaprotec Security Inc. designated as **Compensation and Benefits Officer** period from August 8, 2018 to January 31, 2021.

During this period, her service was found to be satisfactory in carrying out the job duties, her responsibilities were:

- Responsible for the filing/ recording of SSS, PHIC, HDMF and other benefits of employees and staff.
- Responsible for the monitoring/ recording/ filing of payments made to SSS, PHIC, and HDMF.
- Liaison to SSS, PHIC and HDMF offices.
- Responsible for the releasing of sinking funds.
- Responsible for the encoding and computing of guard's rendered hours
- Approve guard's SSS loan and HDMF loan.
- Perform other related duties as required.

This certification is hereby issued upon the request of the abovementioned employee for whatever legal purpose it may serve her best.

Issued and given this 31st day of January 2021 at Cebu City, Philippines.


MARY ANGIE/Z. GACAYAN
Admin Officer