

GHANA EDUCATION SERVICE  
BEREKUM MUNICIPAL EDUCATION DIRECTORATE



In case of reply the  
number and date of this letter  
should be quoted.

Post Office Box 67,  
Berekum, B/A  
Ghana, West Africa

Our Ref: GES/BME/23/V.7/51

Date: 14<sup>th</sup> March, 2025

Republic of Ghana

LETTER OF INTRODUCTION  
MR. MICHAEL ADU (STAFF ID. 156596)  
(SSNIT NO. G056504170012)

This is to introduce to you Mr. Michael Adu who retired from the Ghana Education Service on 1<sup>st</sup> April, 2025.

He was appointed as a teacher on 1<sup>st</sup> September, 1991 and retired compulsorily from the Ghana Education Service on 1<sup>st</sup> April, 2025.

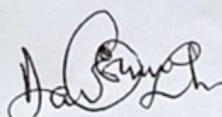
I would be very grateful if he is given the necessary assistance to enable him access his retirement benefits.

Please, kindly channel all payments of his pension benefits through his account on the Bank Details Request Form for SSINT claimant.

Attached are the necessary relevant documents.

1. Bank Details Request Form
2. SSINT Biometric Card

Thank you.

  
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DAVID OWUSU-ANSAH (MR.)  
MUNICIPAL DIRECTOR, BEREKUM

THE MANAGER  
SSNIT  
P.O. BOX 411  
SUNYANI

CC: The Director General, GES, Accra  
The Regional Director, GES, Sunyani

GLICO Pension Scheme

National Association of Graduate Teachers  
Berekum

Mr. Michael Adu  
Municipal Education Office  
P. O. Box 67  
Berekum  
(0244079106)