



Republic of the Philippines
Department of Education
National Capital Region
Schools Division Office – Muntinlupa City

2024 - 4118

Office of the Schools Division

Superintendent

DIVISION MEMORANDUM

No. 155, s. 2024

MAY 24 2024

IMMEDIATE RESOLUTION OF UNPAID GSIS PREMIUMS

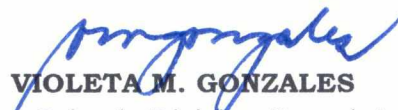
To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance and Operations Division
Elementary and Secondary School Principals
Administrative Officer V
All Others Concerned

1. In adherence to Republic Act No. 8192 known as "*An Act Amending Presidential Decree No. 1146, as Amended, Expanding and Increasing the Coverage and Benefits of the Government Service Insurance System, Instituting Reforms Therein and for Other Purposes.*" This Office shall conduct a verification with members concerned to update their service profile in GSIS. Thus, updating of service records with identified personnel/Teachers is scheduled on May 24 to May 31, 2024, 8:00 a.m. to 5:00 p.m. at 4th Floor, Conference Room, SDO Muntinlupa.

2. Attached is Annex A for the Schedule.

3. All identified personnel are requested to bring their latest or updated service record with supporting documents such as but not limited to Appointment, Certificate of Employment, and Contract for validation purposes.

4. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Encl: As stated

Reference: R.A. 8192

To be indicated in the Perpetual Index
under the following subjects:

RECORD

EMPLOYEES

CONTRIBUTIONS

MRS/JBY / HR / Immediate Resolution of Unpaid GSIS Premiums

NUM-2024-155 May 23, 2024



Student Center for Life Skills Bldg., Centennial Ave., Brgy. Tunasan, Muntinlupa City
(02) 8829 – 2308, (02) 8478-2846
sdo.muntinlupa@gmail.com
<https://deped-muntinlupa.com>



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SCHEDULE OF FACE-TO-FACE VERIFICATION WITH GSIS MEMBERS

May 24, 2024		May 27, 2024	
Morning	Afternoon	Morning	Afternoon
Janeth Macarubbo	Divina Gracia Sanchez	Maricel Palomo	Gemma Marasigan
Myrna Goseco	Myra Portal Villafuerte	Rizza Marie Fidel	Emalyn Borbe
Criselda Paciente	Lalaine Abliter	May Corazon Dikitanan	Carolina Shepherd
Ferdinand Gaddi	Edorlynne De Paz	Ma. Conception Mendoza	Shiela Mae Filomino

Unavailability of said teachers during the Scheduled dates may be extended until May 31, 2024 only.