



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JAN 27 2025

MEMORANDUM

DISSEMINATION OF GSIS MEMORANDUM CIRCULAR NO. 062, SERIES OF 2025

- TO: Assistant Schools Division Superintendent
Chief Education Supervisor, CID
Education Program Supervisor, SGOD
Public Elementary and Secondary School Heads
Administrative Officer V
All Others Concerned
1. Attached is the Memorandum from City Human Resources Management Department, dated January 17, 2025, on the above-captioned activity, contents of which are self-explanatory, for the information and guidance of all concerned.
 2. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES

Asst. Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosure: As stated

Reference: None

To be indicated in the **Perpetual Index**

Under the following subjects:

OFFICIALS EMPLOYEES

MB/NAV/DM – DISSEMINATION OF GSIS MEMORANDUM CIRCULAR NO. 062, SERIES OF 2025

040 / December 21, 2025

UN-2025-040

040



Republic of the Philippines
City Government of Muntinlupa
CITY HUMAN RESOURCES MANAGEMENT DEPARTMENT



MEMORANDUM NO. 2025-004

TO : ALL OFFICES AND DEPARTMENTS

DATE : JANUARY 17, 2025

FROM : CITY HUMAN RESOURCES MANAGEMENT DEPARTMENT (CHRM)

SUBJECT : DISSEMINATION OF GSIS MEMORANDUM CIRCULAR NO. 062, SERIES OF 2025

This memo serves to disseminate **GSIS Memorandum Circular No. 062, Series of 2025**, which outlines the temporary deactivation of loan entitlements for outgoing elective, co-terminous, casual, and non-permanent officials, as well as members with less than 15 years of Periods with Paid Premiums (PPP).

Officials and employees with the mentioned employment status will be unable to avail of loans until after the election period. Kindly review the attached copy of the full memorandum for further details.

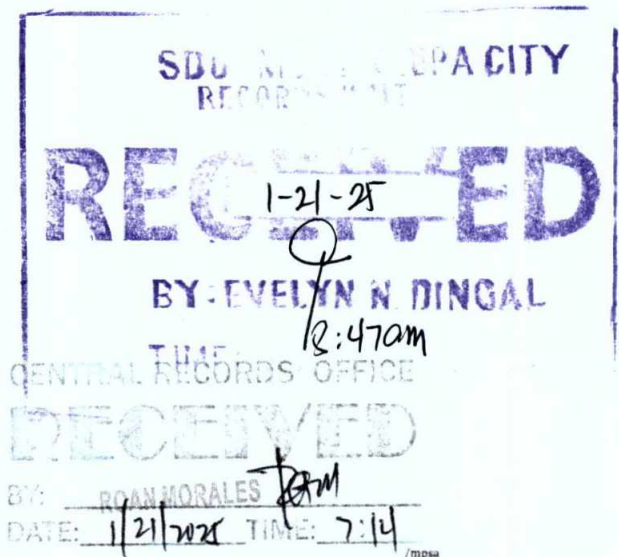
For dissemination and compliance.

Thank you for your cooperation.

ATTY. GENESI M. SANTIAGO
Acting Head, CHRM

Noted by:

ENGR. ALLAN A. CACHUELA
City Administrator





Government Service Insurance System

Paseguruhan ng mga Naglilingkod sa Pamahalaan



GSIS MEMORANDUM CIRCULAR NO. 062, SERIES OF 2025

TO : HEADS OF SENATE OF THE PHILIPPINES; HOUSE OF REPRESENTATIVES; AND LOCAL GOVERNMENT UNITS

SUBJECT : LOAN ENTITLEMENT TAGGING FOR OUTGOING ELECTIVE OFFICIALS, CO-TERMINOUS, CASUALS AND NON-PERMANENT OFFICIALS WHOSE TERM WILL END ON JUNE 30, 2025

In preparation for the upcoming mid-term elections and in consideration of the expiration of the term of office for outgoing elective, co-terminous, casual, and non-permanent officials on June 30, 2025, the GSIS has implemented a special tagging mechanism in its database. This measure will temporarily deactivate the loan entitlement of the affected members.

This special tagging also applies to members with Periods with Paid Premiums (PPP) of less than fifteen (15) years. Consequently, officials and employees with these employment status will be unable to avail of loans until after the elections.

To facilitate the prompt reactivation of loan entitlements and the updating of member records for re-elected or re-appointed officials, government agencies are requested to immediately advise GSIS and submit the necessary supporting documents for the concerned employees or officials.

Please be guided accordingly.

JOSE ARNULFO A. VELOSO

President and General Manager

Date Signed: JAN 10 2025



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