



Republic of the Philippines  
**Department of Education**  
Region VI-Western Visayas  
**SCHOOLS DIVISION OF KABANKALAN CITY**

August 3, 2021

**DIVISION MEMORANDUM**

No. 180, s. 2021

**CREATION OF TWGs FOR THE MANAGEMENT AND RECONCILIATION OF DEPED'S  
GSIS ALLEGED PREMIUM DEFICIENCIES**

To: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1. In connection with Regional Memorandum No. 413, s. 2021 based on Memorandum OUF-2021-0384 dated June 3, 2021 from the Office of the Undersecretary for Finance on the Creation of Technical Working Groups (TWGs) for the Management and Reconciliation of Department of Education's G SIS Alleged Premium Deficiencies, the Division of Kabankalan City hereby designates the following to compose the aforesaid Technical Working Group:

Team Leader: Nelly E. Garrote  
Assistant Schools Division Superintendent

Members:

1. Arnold Magdaet - Administrative Officer V / AAO
2. Lyn Rose Otea - Administrative Officer V - Budget /  
OIC - Office of the Accountant II
3. Chris Erabon - Administrative Officer IV / HRMO II
4. Jane Marie Cuizon - Administrative Officer II / ERF Handler
5. Archiebal Poyogao - Information Technology Officer I
6. School Heads of Non-IU Schools (Please see attached list)

2. Responsibilities  
(Please refer to Memorandum OUF-2021-0384 attached herewith)
3. For immediate dissemination and compliance.

**PORTIA M. MALLORCA, PhD, CESO V**  
*Schools Division Superintendent*



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Department of Education  
REGION VI — WESTERN VISAYAS

JUL 21 2021

REGIONAL MEMORANDUM

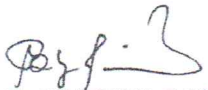
No. 413 s. 2021

**CREATION OF TECHNICAL WORKING GROUPS (TWGS) FOR THE  
MANAGEMENT AND RECONCILIATION OF DEPARTMENT OF EDUCATION'S  
GSIS ALLEGED PREMIUM DEFICIENCIES**

To: Schools Division Superintendents  
All Others Concerned

1. Attached is a Memorandum dated June 3, 2021, from the Offices of the Undersecretary for Finance and Undersecretary for Planning and Human Resource and Organizational Development, Department of Education Central Office, on the Creation of Technical Working Groups (TWGs) for the Management and Reconciliation of Department of Education's G SIS Alleged Premium Deficiencies.

z2. Immediate dissemination of and compliance with this Memorandum are desired.

  
**RAMIR B. UYTICO EdD, CESO IV**  
Regional Director

Reference: Memorandum OUF-2021-0384

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

EMPLOYEE      OFFICIALS



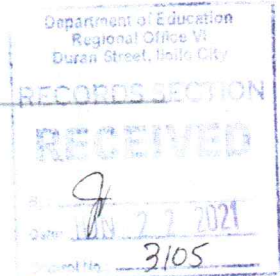
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| Regional Memorandum | DepEd RO6-ADM-<br>RM-004 | July 21, 2021 | New             |





Republic of the Philippines  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY FOR FINANCE



MEMORANDUM  
 OUF-2021-0384

TO : ASSISTANT SECRETARY FOR FINANCE  
 DIRECTOR OF BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT (BHRD)  
 DIRECTOR OF INFORMATION COMMUNICATION AND TECHNOLOGY SERVICE  
 DIRECTOR OF ADMINISTRATIVE SERVICE  
 REGIONAL DIRECTORS  
 SCHOOLS DIVISION SUPERINTENDENTS  
 SCHOOL HEADS OF IMPLEMENTING UNIT-SECONDARY SCHOOLS (IU-SS)

ATTENTION : *Regional Chiefs of Finance and Administrative Divisions  
 Heads of Finance and Administrative Units  
 Designated Agency Authorized Officers (AAOs)  
 Designated Electronic Remittance File (ERFs) Handlers  
 IU-SS Administrative Officers  
 IU-SS Accountant/Bookkeepers*

FROM :   
 ANNALYN M. SEVILLA  
 Undersecretary for Finance

  
 JESUS L. R. MATEO  
 Undersecretary for Planning and Human Resource and Organizational Development

SUBJECT : CREATION OF TECHNICAL WORKING GROUPS (TWGs)  
 FOR THE MANAGEMENT AND RECONCILIATION OF  
 DEPARTMENT OF EDUCATION'S GSIS ALLEGED PREMIUM DEFICIENCIES

DATE : June 3, 2021

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1. Background:

1.1 On 11 September 2012, a DBM-DepEd-GSIS Tripartite Memorandum of Agreement was executed by former Department Secretaries Florencio B. Abad (DBM), Bro. Armin A. Luistro, FSC (DepEd) and GSIS President/General Manager Robert G. Vergara, to account for the Government Share (GS) portion of the GSIS premiums deficiencies. The GS pertains to the 12% employer's share in the premium contribution as defined in Section 5 of RA 8291. The MOA covered only the GS

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component of the premium deficiencies of 784,602 DepEd teaching and non-teaching personnel from 01 July 1997 to 31 December 2010, based on the Service Records submitted by DepEd and on file with the GSIS as of 17 May 2011. It was acknowledged by DepEd that an obligation payable to the GSIS for the GS component of the premium contributions of all DepEd personnel for the said period in the amount of Php6,923,369,633.15 while the GSIS agreed to condone in its entirety, the interest due on the premium deficiencies-GS amounting to P14,041,029,495.73 computed as of May 2012.

Also based on the aforementioned Tripartite MOA, the exclusion of Personal Share (PS) component of the premium contributions in the Restructured Obligation does not constitute a waiver on the part of GSIS to collect the same. The said exclusion resulted in the proportionate adjustment in the records of creditable service of the affected personnel.

Subsequently, the DBM paid GSIS a total of P6,374,948,025.49, net of discounts and adjustments to cover the GS premium deficiencies for the said period.

- 1.2 However, GSIS raised that DepEd still has CS premium deficiency balance of P96,957,570.50 which was then requested for release of fund to DBM by former DepEd Undersecretary Reynaldo D. Laguda on 05 April 2016. DBM responded on 20 April 2016 stating that the claim was outside the coverage of the previous MOA, thus, needing further negotiations by DepEd, DBM and GSIS, before it can be charged against FY 2016 Miscellaneous Personnel Benefits Fund (MPBF).
- 1.3 In a letter dated 10 July 2019, Acting Senior Vice President Eduardo V. Fernandez, GSIS-NCR Operations Group, requested DepEd for assistance in providing them information as to the status of 884,739 DepEd personnel (i.e. separated from service, transferred, etc.) and the effectivity date for updating of their records. Nine (9) Compact Discs (CDs) were transmitted to DepEd containing datasets on the premium deficiencies for the period 1997 to 2018 (including list of DepEd agencies with premium deficiencies) with a total of Php20,275,115,974.98.

Atty. Anne Rachel C. Miguel, former Director of Finance Service- Legal Support (now Director IV for BHRD and CSSO), in coordination with Director Robert M. Agustin of Administrative Service, the Employee Account Management Division as well as the Personnel Division, conducted series of meetings/coordination with the GSIS on the matter, to strategize the validation of the reported deficiencies. Correspondingly, three (3) new CDs were then delivered to DepEd by the GSIS on 20 November 2019. Reasons stated on this issue were as follows:

- a. Non-/delayed deduction of GSIS premiums for newly hired/re-employed/reinstated employees; other offices/schools waited for CSC's confirmation of their appointment before the salary of such DepEd employee could be integrated in the payroll;
- b. Salary adjustments of DepEd employees (e.g., step increment, promotion, salary increase) as well as the records of transferred personnel were not updated on time; and
- c. Non-submission of billing statement to DepEd's payroll servicing units, prior to implementation of GSIS' eBilling and Collection System (eBCS).

- 1.4 The latest dataset transmitted by the GSIS reveals that DepEd still has the following deficiencies:

| Year                                | PS                      | GS                      | Total                    |
|-------------------------------------|-------------------------|-------------------------|--------------------------|
| 1997 to 2010                        | 4,960,320,839.01        | 402,747,559.43          | 5,363,068,389.44         |
| 2011 to 2019 (up to September only) | 2,990,879,825.94        | 3,988,639,427.30        | 6,979,519,253.24         |
| <b>Total</b>                        | <b>7,951,200,664.95</b> | <b>4,391,386,986.73</b> | <b>12,342,587,642.68</b> |

- 1.5 Since the issuance of various memoranda that aimed to address the continuing problem of the unpaid premium contributions, DepEd has been active and collaborative with GSIS to implement a realistic and equitable solution to advance the interest of its intended beneficiaries.
- 1.6 The Department recognizes the need to expedite the process of reconciliation GSIS premium contributions for GS and PS of DepEd personnel, as well as records reconstruction, if necessary, to allow full restoration of their applicable retirement and other benefits to be provided by the GSIS, a huge task which would need an unwavering commitment from DepEd management. Non-settlement of these deficiencies would have an impact on the retirement benefits of the affected GSIS members. Hence, the proposed creation of Technical Working Groups (TWGs) for the purpose.
2. In line with this, the Director of BHRD and all Regional Directors are hereby instructed to organize the respective TWGs at the central, regional and schools division offices including Implementing Units (IU)-Secondary Schools (SS) under their jurisdictions, for the management and reconciliation of DepEd's GSIS Premium Deficiencies, both for GS and PS. The TWGs shall compose of the following:

| Overall Execom In Charge - Undersecretary for Finance<br>Secretariat: Employee Accounts Management Division |   |   |
|---|---|---|
| OFFICE/ SCHOOL  | TWG   | OVERSIGHT   |
| I. Central Office   | <p><b>Team Leaders:</b></p> <ol style="list-style-type: none"> <li>1. Director of BHRD</li> <li>2. Director of Administrative Service</li> </ol> <p><b>Members:</b></p> <ol style="list-style-type: none"> <li>1. Chief Administrative Officer (CAO), Employee Account Management Division (EAMD)</li> <li>2. CAO, Personnel Division (PD)</li> <li>3. Department Chief Accountant, Accounting Division (AD)</li> <li>4. Designated AAO</li> <li>5. Designated ERF Handler</li> <li>6. Representative of ICTS</li> </ol> <p><b>Secretariat:</b></p> <ol style="list-style-type: none"> <li>1. EAMD - Overall Secretariat</li> <li>2. Accounting Division</li> </ol> | <p><b>ExeCom Leads:</b></p> <ol style="list-style-type: none"> <li>1. BHRD</li> <li>2. Administration; and</li> <li>3. Finance</li> </ol> |

| Overall Execom In Charge – Undersecretary for Finance<br>Secretariat: Employee Accounts Management Division |  |                                       |
|---|--|---------------------------------------|
| II. Regional Office   | <p><b>Team Leader:</b> Assistant Regional Director</p> <p><b>Members:</b></p> <ol style="list-style-type: none"> <li>1. CAO/Supervising Administrative Officer (SAO) Administrative Division</li> <li>2. CAO/SAO, Finance Division</li> <li>3. Regional Accountant, Accounting Unit</li> <li>4. Head of Personnel Unit</li> <li>5. Head of Regional Payroll Services Unit</li> <li>6. Designated AAO</li> <li>7. Designated ERF Handler</li> <li>8. Representative from Information Technology Unit</li> </ol> <p><b>Secretariat:</b> Administrative Division or as designated by the RD</p> | Regional Director                     |
| III. Schools Division Office  | <p><b>Team Leader:</b> Assistant Schools Division Superintendent</p> <p><b>Members:</b></p> <ol style="list-style-type: none"> <li>1. Head of Administrative Unit</li> <li>2. Head of Accounting Unit</li> <li>3. Head of Personnel Section</li> <li>4. Designated AAO</li> <li>5. Designated ERF Handler</li> <li>6. Representative from Information Technology Section</li> <li>7. School Heads of Non-IU Schools</li> </ol> <p><b>Secretariat:</b> Administrative Unit or as designated by the SDS</p>  | Schools Division Superintendent (SDS) |
| IV. IU-SS   | <p><b>Team Leader:</b> Assistant to the Principal, or equivalent</p> <p><b>Members:</b></p> <ol style="list-style-type: none"> <li>1. School Administrative Officer or equivalent</li> <li>2. School Accountant or Bookkeeper</li> <li>3. Designated AAO</li> <li>4. Designated ERF Handler</li> </ol> <p><b>Secretariat:</b> As designated by the School Head</p>   | School Head                           |

3. The TWGs to be organized shall perform the following responsibilities in their respective areas of jurisdictions:
- a. Secure list of DepEd personnel whose GSIS premium contributions are subject for reconciliation, for validation/confirmation/appropriate action. The EAMD shall be responsible for disseminating the CO and nationwide lists.



- b. Based on the list provided by the GSIS through the EAMD, determine the names of DepEd personnel who are active and inactive as of December 2019;
  - c. Coordinate with the counterpart GSIS office or branch as well as the concerned DepEd personnel, the reconciliation of DepEd's GSIS Premium Deficiencies, both for GS and PS;
  - d. Review and prepare nationwide/region-wide/schools division-wide consolidation of all GSIS records reconciled. For IU-SS reports, these shall be submitted to the Schools Division Administrative Unit, for school's division-wide consolidation; and
  - e. Provide regular reports to oversight officials as consolidated by central/region/schools division, incorporating therein inputs/solutions on how to minimize or eliminate future premium deficiencies.
4. The oversight officials shall guide and ensure compliance with the above responsibilities of the TWGs as well as the submission of reports to DepEd CO for nationwide consolidation, for collaboration/negotiation with the GSIS Main Office.
  5. The Director of ICTS shall be responsible in providing necessary assistance with regard to computer-related matters in the conduct of the TWGs reconciliation.
  6. The Director of BHRD and Regional Directors are instructed to provide this Office with the following: a) names of their respective TWG members per office/school; b) DepEd e-mail addresses of the focal office/secretariat (template attached) intended for sending any communications on the matter. Please submit the said documents to the EAMD, for nationwide consolidation, on or before **June 30, 2021**.
  7. The TWGs at the regional offices are expected to submit to EAMD the validated details/information of DepEd personnel as consolidated, based on the URL specified as provided by the EAMD on or before **July 30, 2021**. It is understood that the provision on Data Privacy Act must be complied with by the TWGs.

| OFFICE  | REGION  | GOOGLE SHEET LINK / URL                                     |
|---|---|---|
| Regional Offices including Schools<br>Division Offices and Implementing Units-<br>Secondary Schools | CAR - Cordillera Administrative Region                      | <a href="https://bit.ly/3oFGvhl">https://bit.ly/3oFGvhl</a> |
|   | NCR - National Capital Region                               | <a href="https://bit.ly/2TcbAgQ">https://bit.ly/2TcbAgQ</a> |
|   | I - Ilocos Region   | <a href="https://bit.ly/3wi2kWK">https://bit.ly/3wi2kWK</a> |
|   | II - Cagayan Valley   | <a href="https://bit.ly/3vgjP9K">https://bit.ly/3vgjP9K</a> |
|   | III - Central Luzon   | <a href="https://bit.ly/3hI8Odh">https://bit.ly/3hI8Odh</a> |
|   | IVA - CALABARZON  | <a href="https://bit.ly/34dhsIj">https://bit.ly/34dhsIj</a> |
|   | IVB - MIMAROPA  | <a href="https://bit.ly/3va3m6U">https://bit.ly/3va3m6U</a> |
|   | V - Bicol Region  | <a href="https://bit.ly/3bLnRze">https://bit.ly/3bLnRze</a> |
|   | VI - Western Visayas  | <a href="https://bit.ly/3wE13tp">https://bit.ly/3wE13tp</a> |
|   | VII - Central Visayas                                       | <a href="https://bit.ly/3ff40L7">https://bit.ly/3ff40L7</a> |
|   | VIII - Eastern Visayas                                      | <a href="https://bit.ly/3bKTj0G">https://bit.ly/3bKTj0G</a> |
|   | IX - Zamboanga Peninsula                                    | <a href="https://bit.ly/3hYkkSf">https://bit.ly/3hYkkSf</a> |
| X - Northern Mindanao   | <a href="https://bit.ly/3hMAe1U">https://bit.ly/3hMAe1U</a> |   |

| OFFICE | REGION             | GOOGLE SHEET LINK / URL                                     |
|--------|--------------------|---|
|        | XI - Davao Region  | <a href="https://bit.ly/3yviHRw">https://bit.ly/3yviHRw</a> |
|        | XII - SOCCSKSARGEN | <a href="https://bit.ly/3wqTSo9">https://bit.ly/3wqTSo9</a> |
|        | XIII - CARAGA      | <a href="https://bit.ly/3yGpjge">https://bit.ly/3yGpjge</a> |

8. The CO TWG is expected to submit initial report to the undersigned, on or before **August 31, 2021**, and every month thereafter or if the need arises on the status, progress, and any pertinent information relative to the reconciliation process.

9. For other information and queries, please contact EAMD at telephone numbers (02) 8633-7248 and (02) 86388640, or at e-mail address [fs.eamd@deped.gov.ph](mailto:fs.eamd@deped.gov.ph), copy furnished [roma.marienda@deped.gov.ph](mailto:roma.marienda@deped.gov.ph) and [elenita.palomeno@deped.gov.ph](mailto:elenita.palomeno@deped.gov.ph).

10. For immediate compliance.



Enclosure No. 1 to Division Memorandum No. 180, s. 2021

| ELEMENTARY      | Name of School  | School Head                    |
|-----------------|-----------------|--------------------------------|
| Kabankalan - I  |                 |                                |
| 1               | ERAMS - East    | Nenita E. Grande               |
| 2               | Balisong        | Joel T. Abarro                 |
| 3               | Basak           | Eduardo Ambahan                |
| 4               | Bino            | Ma. Gina A. Cordero            |
| 5               | Bugtong         | Archy Mar P. Aguilar           |
| 6               | Casipsipan      | Lodevico S. Calatrava          |
| 7               | DC Gurrucharri  | Rhodora P. Castel              |
| 8               | Hilamonan       | Leo M. Managuit                |
| 9               | Lorenzo Zayco   | Jacqueline B. Dagunan          |
| 10              | Orong           | Abner D. Docdocil              |
| 11              | Tan-awan        | Joe Marie G. Canlog            |
| Kabankalan - II |                 |                                |
| 12              | ERAMS - West    | Jerralyne E. Limaco            |
| 13              | Amian           | Mary Nove Joy F. Perseverancia |
| 14              | Balagtingon     | Erpie G. Pallasan              |
| 15              | Camansi         | Raul Mambalos                  |
| 16              | Camugao         | Emma T. Villafuerte            |
| 17              | Cara-an         | Anthony Jones V. Garzon        |
| 18              | Kabanyohan      | Rusty Mapa                     |
| 19              | Magtongtong     | Noly L. Latosa                 |
| 20              | Matama          | Ben T. Villanueva              |
| 21              | SONEDCO         | Rey R. Cajilig                 |
| 22              | Tampalon        | Orlie J. Villanueva            |
| 23              | Yanog           | Norry S. Puentispina           |
| Kabankalan III  |                 |                                |
| 24              | Binicuil        | Devin T. Hubac                 |
| 25              | Calabasahan     | Christine D. Caligner          |
| 26              | Candiacap       | Rebecca S. Adla-on             |
| 27              | Daan Banua      | Benjie F. Gonzales             |
| 28              | Dacongogon      | Rowena T. Valdesimo            |
| 29              | Dr. Pablo Torre | Eufemia D. Garnica             |
| 30              | Jose Peralta    | Jennefer M. Mahasol            |
| 31              | Linao           | John P. Oyog                   |
| 32              | Magballo        | Ariel Tantiado                 |
| 33              | Salong          | Ponciano Gepullano             |
| 34              | San Jose        | Henrylito Tingson              |
| 35              | Talubangi       | Lira R. Varona                 |
| 36              | Tapi            | Teto Pilar                     |

|               |               |                       |
|---------------|---------------|-----------------------|
| Kabankalan IV |               |                       |
| 37            | Banman        | Ben G. Villarena      |
| 38            | Bantayan      | Vicente Bianan        |
| 39            | Baras Duitay  | Renato A. Puro        |
| 40            | Camandaan     | Renato A. Puro        |
| 41            | Ilan          | Jeanna Siplao         |
| 42            | Inapoy        | Kristine Barbasa      |
| 43            | Locotan       | Ben Villarena         |
| 44            | Lowag         | Jan Verlen Mopanda    |
| 45            | Mambaog       | Vicente Bianan        |
| 46            | Mamig         | Barbara Gonzales      |
| 47            | Nursery       | Chuchie Dupo          |
| 48            | Pacao         | Teodorico Vigo        |
| 49            | Pangyasan     | Xyzette V. Ganza      |
| 50            | Piliopiliohan | Liberty Gutierrez     |
| 51            | Pinaguinpinan | Teresa Yana           |
| 52            | Sagumayon     | Teodorico Vigo        |
| 53            | Sampac        | Clea Abad             |
| 54            | Tabugon       | Xyzette V. Ganza      |
| 55            | Tagoc         | Clea Abad             |
| Kabankalan V  |               |                       |
| 56            | Badiangay     | Baby Jane T. Culasino |
| 57            | Ballo         | Patric M. Española    |
| 58            | Bula          | Mary A. Nobles        |
| 59            | Camingawan    | Nida C. Vidal         |
| 60            | Carol-an      | Ruben A. Saquian      |
| 61            | Colambo       | Lenev P. Sorrosa      |
| 62            | Hinapunan     | Joel R. Pacheo        |
| 63            | Mansumbil     | Arceli G. Opeda       |
| 64            | NOAC          | Teresita T. Cadagat   |
| 65            | Oringao       | Denrose L. Entierro   |
| 66            | Pitgong       | Edwin R. Talusay      |
| 67            | Pres. Osmeña  | Loreto Cari-an        |
| 68            | Tagukon       | Ma. Lenita L. Cuizon  |

| JUNIOR HIGH SCHOOL | Name of School                   | School Head        |
|--------------------|----------------------------------|--------------------|
| 1                  | Bantayan NHS - Baras Diutay Ext. | Lea Antoniego      |
| 2                  | Carol-an NHS                     | Grycy Alagao       |
| 3                  | Daan Banua NHS                   | Donna Banaglorioso |
| 4                  | Hinapunan IS                     | Joel Pacheo        |
| 5                  | Kabankalan NHS                   | Jonathan Gerangue  |
| 6                  | Pinaguinpinan NHS                | Randy Relota       |
| 7                  | Tagoc NHS                        | Rowena Dominguez   |
| 8                  | Tagukon NHS                      | Marita Gualferio   |
| 9                  | Talubangi NHS                    | Dinah Gatilago     |
| 10                 | Tan-awan NHS                     | Gelmer Espanola    |
| 11                 | Magballo NHS                     | Redema Macaya      |
|                    |                                  |                    |
| SENIOR HIGH SCHOOL | Name of School                   | School Head        |
| 1                  | Bantayan NHS - Baras Diutay Ext. | Lea Antoniego      |
| 2                  | Carol-an NHS                     | Grycy Alagao       |
| 3                  | Hinapunan IS                     | Donna Banaglorioso |
| 4                  | Kabankalan NHS                   | Jonathan Gerangue  |
| 5                  | Pinaguinpinan NHS                | Randy Relota       |
| 6                  | Tagukon NHS                      | Marita Gualferio   |
| 7                  | Talubangi NHS                    | Rowena Dominguez   |
| 8                  | Tan-awan NHS                     | Gelmer Espanola    |
| 9                  | Magballo NHS                     | Redema Macaya      |