



DEPARTMENT OF EDUCATION
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY

Corner Don Carlos-Guingona St., City of Malaybalay
Contact Numbers: 813-2894, 221-4497

Email Address: depcdmalaybalay@gmail.com; Official website: www.depedmalaybalay.net



January 10, 2014

DIVISION MEMORANDUM

No. 14 s. 2014

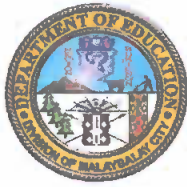
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DepEd MALAYBALAY CITY DIVISION
RELEASED
Date: 1/10/14 Time: 11:30
C. ADAPAL

**SUBMISSION OF LIST OF EMPLOYEES TO BE ISSUED WITH NEW
PHILHEALTH IDENTIFICATION WITH 1" X 1" PHOTO**

TO : Promotional Staff
Public Schools District Supervisors
Elementary and Secondary School Heads
Section Heads
All Others Concerned

FROM : 
EDILBERTO L. OPLENARIA
Schools Division Superintendent

1. Pursuant to the implementation of PhilHealth and DepEd Joint Circular No. 10, s. 2013 re: *Implementing Guidelines of the Expansion of Primary Care Benefit 1 (PCB1) Package to cover DepEd personnel* disseminated through Division Memorandum No. 364, s. 2013 in our division website, this Office is hereby directed to coordinate with PhilHealth for the issuance of the new PhilHealth Identification with (1" x 1") photo since it is part of the requirement when availing of the PCB1 services.
2. For those employees who would like to **request** issuance of the new PhilHealth ID with photo, the Division Office/Districts/Schools are hereby directed to submit the list using the suggested format on the next page containing the basic information as advised by the Local Health Insurance Office-PhilHealth Malaybalay Business Center.



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Division Office/District/School

List of Employees to be Issued with the New PhilHealth ID with 1"x1" Photo

As of _____

PhilHealth Identification No. (PIN)	Last Name	First Name	Middle Name	Birthdate

Prepared by:

Head, Office/District/School

- The list is required to be submitted for consolidation to the Schools Division Superintendent Attention: Division Administrative Officer on or before January 28, 2014.
- For the Division Office personnel, the Human Resource Management Section thru Mrs. Novem A. Sescon, Administrative Officer II/HRMO I, is instructed to facilitate the preparation of the same list for submission to the Administrative Section for consolidation.
- For compliance.

Copy furnished:
Records Section

TO BE POSTED IN THE WEBSITE