



Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO
 DIVISION OF MALAYBALAY CITY

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 DEPED MALAYBALAY CITY DIVISION
RELEASED
 DATE: 6/11 Time: 11:40
 By: J. G. 2022

Division Memorandum

No. 325, S 2022

To: Assistant Schools Division Superintendents
 Division Chiefs and Unit Heads
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 Teaching and Non-Teaching Personnel
 All Others Concerned

FROM: **VICTORIA V. GAZO, PhD, CESO V**
 Schools Division Superintendent *J*

DATE: June 3, 2022

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

1. Attached is DepED Memorandum OUF-2021-0384 on the Creation of Technical Working Groups (TWGs) for the Management and Reconciliation of Department of Education's GSIS Alleged Premium Deficiencies.

2. Relative thereto the following are the Technical Working Group (TWG) in the School Division Office:

Team Leader:	Aliena S. Dajay	- ASDS
Members:	Manuel D. Dinlayan II	- AO V
	Rhyza Cyle C. Rosalejos	- Accountant III / ERF Handler
	Guia Ma. G. Villahermosa	- AO IV (Personnel Unit) /ERF Handler
	Rufelia J. Limbengco	- AO IV/AAO (Cash Unit)
Secretariat:	Florabelle R. Porras	- AO IV

3. For Implementing Unit Secondary School (Bukidnon National High School)



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
 Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
 Email Address: malaybalay.city@deped.gov.ph LR





Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

Team Leader:

Lepelyn S. Valdez -Assistant Principal-OIC

Member:

Almaco Filemon A. Villanueva, Jr. - Administrative Officer IV

Joel D. Camarillo - Designated AAO

Senteche C. Minalabag -Designated AAO

Anna Angela C. Saplot -Designated ERF Handler

Secretariat:

Joel D. Camarillo

4. For Implementing Unit Secondary School (Managok National High School)

Team Leader:

Marites C. Melendez -Assistant Principal

Member:

Meshele L.Cadangan -School Accountant/Bookkeeper

Marites C. Melendez -Designated AAO

Ednalyn E. Tagailo -Designated ERF Handler

Secretariat:

Ednalyn E. Tagailo

5. The TWGs to be organized shall perform the following responsibilities in their respective areas of jurisdiction:

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 region wide lists.

b) Based on the list provided by the GSIS through the EAMD, determined the names of DeEd personnel who are active and inactive as of 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 the 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.

6. For immediate dissemination and compliance.

Copy furnished:

Records file

AO file



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

29 JUN 2021
 24 JUN 2021 9:40
 R. DS
 DEPARTMENT OF EDUCATION
RECEIVED
 RECORDS SECTION REGIONAL OFFICE NO. VIII
 BY: TIME: 8:18

MEMORANDUM
 OUF-2021-0384

TO : ASSISTANT SECRETARY FOR FINANCE
 DIRECTOR OF BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT (BHROD)
 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

6/29/2021 1:48 pm

FROM : *Amelyn M. Sevilla*
 ANAALYN M. SEVILLA
 Undersecretary for Finance

J. R. Mateo
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

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

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 GS 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 BHROD 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
Total	7,951,200,664.95	4,391,386,986.73	12,342,587,642.68

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 BHR0D 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 Secretariat: Employee Accounts Management Division		
OFFICE/ SCHOOL	TWG	OVERSIGHT
I. Central Office	<p>Team Leaders:</p> <ol style="list-style-type: none"> 1. Director of BHR0D 2. Director of Administrative Service <p>Members:</p> <ol style="list-style-type: none"> 1. Chief Administrative Officer (CAO), Employee Account Management Division (EAMD) 2. CAO, Personnel Division (PD) 3. Department Chief Accountant, Accounting Division (AD) 4. Designated AAO 5. Designated ERF Handler 6. Representative of ICTS <p>Secretariat:</p> <ol style="list-style-type: none"> 1. EAMD - Overall Secretariat 2. Accounting Division 	<p>Execom Leads:</p> <ol style="list-style-type: none"> 1. BHR0D 2. Administration; and 3. Finance

Overall Execom In Charge – Undersecretary for Finance Secretariat: Employee Accounts Management Division		
II. Regional Office	Team Leader: Assistant Regional Director Members: <ol style="list-style-type: none"> 1. CAO/Supervising Administrative Officer (SAO) Administrative Division 2. CAO/SAO, Finance Division 3. Regional Accountant, Accounting Unit 4. Head of Personnel Unit 5. Head of Regional Payroll Services Unit 6. Designated AAO 7. Designated ERF Handler 8. Representative from Information Technology Unit Secretariat: Administrative Division or as designated by the RD	Regional Director
III. Schools Division Office	Team Leader: Assistant Schools Division Superintendent Members: <ol style="list-style-type: none"> 1. Head of Administrative Unit 2. Head of Accounting Unit 3. Head of Personnel Section 4. Designated AAO 5. Designated ERF Handler 6. Representative from Information Technology Section 7. School Heads of Non-IU Schools Secretariat: Administrative Unit or as designated by the SDS	Schools Division Superintendent (SDS)
IV. IU-SS	Team Leader : Assistant to the Principal, or equivalent Members: <ol style="list-style-type: none"> 1. School Administrative Officer or equivalent 2. School Accountant or Bookkeeper 3. Designated AAO 4. Designated ERF Handler Secretariat: As designated by the School Head	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 regionwide 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 Division Offices and Implementing Units-Secondary Schools	CAR - Cordillera Administrative Region	https://bit.ly/3oFGvhl
	NCR - National Capital Region	https://bit.ly/2IcbAgQ
	I - Ilocos Region	https://bit.ly/3wi2kWK
	II - Cagayan Valley	https://bit.ly/3vgjP9K
	III - Central Luzon	https://bit.ly/3h8Odh
	IVA - CALABARZON	https://bit.ly/34dhsIj
	IVB - MIMAROPA	https://bit.ly/3va3m6U
	V - Bicol Region	https://bit.ly/3bLnRze
	VI - Western Visayas	https://bit.ly/3wE13tp
	VII - Central Visayas	https://bit.ly/3ff40L7
	VIII - Eastern Visayas	https://bit.ly/3bKTJ0G
IX - Zamboanga Peninsula	https://bit.ly/3hYkkSf	
X - Northern Mindanao	https://bit.ly/3hMAeIU	

OFFICE	REGION	GOOGLE SHEET LINK / URL
	XI - Davao Region	https://bit.ly/3yviHRw
	XII - SOCCSKSARGEN	https://bit.ly/3wqT5o9
	XIII - CARAGA	https://bit.ly/3yGpjge

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, copy furnished roma.marienda@deped.gov.ph and elenita.palomeno@deped.gov.ph.

10. For immediate compliance.

Based on dataset transmitted by the GSIS last 27 November 2019, DepEd still have the following Deficiencies for period 1997-2010

No.	Region	PS Deficiency	GS Deficiency	Total Deficiency
1	Ilocos Region	219,142,615.68	22,648,493.06	241,791,108.73
2	Cagayan Valley	169,868,231.16	15,444,079.76	185,312,310.92
3	Central Luzon	529,570,759.60	46,262,764.36	575,833,523.96
4	CALABARZON	656,563,737.65	57,365,987.13	713,929,724.78
5	MIMAROPA	237,124,361.98	11,701,106.52	248,825,668.50
6	Bicol Region	353,766,805.84	33,893,534.02	389,660,339.86
7	Western Visayas	533,464,493.77	43,622,071.41	577,086,565.18
8	Central Visayas	314,533,796.70	25,336,337.49	339,870,134.19
9	Eastern Visayas	245,706,530.67	17,926,329.42	263,632,860.09
10	Zamboanga Peninsula	221,506,732.14	18,403,339.91	239,910,072.05
11	Northern Mindanao	202,432,678.91	11,066,948.18	213,519,627.09
12	Davao Region	193,347,909.32	10,182,304.28	203,530,213.60
13	SOCCKSARGEN	183,163,197.11	14,032,847.78	197,196,044.89
14	Caraga Region	133,599,644.84	14,555,214.40	148,154,859.24
15	Bangsamoro	21,346,732.57	5,474,572.54	26,821,305.11
16	Cordillera	104,903,043.48	11,909,280.93	116,812,324.41
17	National Capital	638,259,367.59	42,922,339.26	681,181,706.85
TOTAL		4,960,320,839.01	402,747,550.43	5,363,068,389.44

Based on dataset transmitted by the GSIS last 27 November 2019, DepEd still have the following Deficiencies for period 2011 to 2018

#	Region	No. of Members	No. of Records	PS Deficiency	GS Deficiency	Total Deficiency
1	Ilocos Region	58,496	591,995	141,348,761.83	188,138,378.40	329,487,140.23
2	Cagayan Valley	38,858	488,218	117,780,450.99	157,149,262.54	274,929,713.53
3	Central Luzon	96,011	1,050,928	267,684,342.60	355,825,045.68	623,519,388.28
4	CALABARZON	108,502	1,721,933	321,388,953.94	428,273,151.64	749,662,105.58
5	MIMAROPA	36,029	337,874	121,204,157.51	160,744,842.28	281,949,009.77
6	Bicol Region	74,992	847,251	255,894,257.99	339,791,810.22	595,686,068.21
7	Western Visayas	83,098	1,618,206	222,625,936.19	298,052,945.81	520,678,881.99
8	Central Visayas	73,790	882,838	223,873,644.13	296,861,162.98	520,734,807.11
9	Eastern Visayas	61,737	742,343	173,080,389.55	229,853,802.24	402,934,191.79
10	Zamboanga Peninsula	43,374	888,750	286,362,943.77	353,975,138.61	620,338,082.38
11	Northern Mindanao	47,825	529,912	175,001,984.84	241,481,206.94	416,483,201.78
12	Davao Region	47,875	458,058	127,581,896.28	170,282,553.63	297,864,449.91
13	SOCCKSARGEN	45,820	489,735	123,749,713.11	168,088,378.69	289,838,091.80
14	Caraga Region	33,472	525,191	101,385,577.03	135,508,457.78	236,894,034.81
15	Bangsamoro	2,194	35,956	8,014,974.20	10,678,584.82	18,693,559.02
16	Cordillera	20,285	207,789	50,224,877.21	66,493,493.74	116,718,370.95
17	National Capital	84,805	1,298,692	293,706,054.77	389,467,201.51	683,173,256.28
TOTAL		964,641	12,740,466	2,980,878,828.94	3,888,630,427.30	6,879,519,256.24