



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

In order to facilitate this process, we respectfully ask the cooperation of all **SCHOOL HEADS** to download the Excel file via this link: <https://tinyurl.com/depedgsis> OR <https://tinyurl.com/depedgsis1>

We kindly ask that you diligently input up-to-date personal information of all teaching and non-teaching personnel in your respective schools. Upon completion, please forward the file to dave.feliciano@deped.gov.ph via email not later than **MARCH 28, 2023**. By doing so, AAOs and alternate AAOs will be able to streamline all accurate and updated personal information with GSIS.

Queries relative to this can be channeled to DAVE M. FELICIANO – DepEd GSIS In-charge at 0995-097-2115.

For immediate dissemination.

Copy furnished:

Records Unit
Personnel Unit

To be published in the Division Website.



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