



2024-10-23-0967



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DE ORO

**October 21, 2024**

**DIVISION MEMORANDUM**

No. 971, s. 2024

**WORKSHOP ON THE RECONCILIATION PROCESSES AND REPORTS  
OF GSIS PREMIUM DEFICIENCIES FOR 2011-2023**

To : **School Principals** of the Implementing Units  
All Others Concerned

1. Attached is unnumbered memorandum dated October 15, 2024 from Oscar Paul B. Fortuna, Branch Manager, Government Service Insurance System (GSIS), Tagum Branch Office, Tagum City, Davao del Norte, re: Workshop on the Reconciliation Processes and Reports of GSIS Premium Deficiencies for 2011-2023 and other matters to be held on October 28-30, 2024 at GSIS Multi-Purpose Hall, National Highway, Tagum City.
2. Participants to the said activity are the school in-charge on premium remittance, ERF Handler and AAO of the seventeen (17) secondary implementing units.
3. Travel and other allowable incidental expenses incurred in attendance to the said activity shall be charged against school local funds, subject to the usual accounting and auditing rules and regulations.
4. We would appreciate confirmation of their attendance not later than October 25, 2024 thru email to Ms. Sharon Ruth C. Alingalan at [srcalingalan@gsis.gov.ph](mailto:srcalingalan@gsis.gov.ph).
5. For information and guidance of all concerned.

  
**PHOEBE GAY L. REFAMONTE, CESO V**  
OIC-Schools Division Superintendent



**Government Service Insurance System**  
Paseguruhan ng mga Naglilingkod sa Pamahalaan  
**TAGUM BRANCH OFFICE**



MEMORANDUM

For : **The School Division Superintendents**  
DepEd Division Office of Davao De Oro  
DepEd Division Office of Davao Oriental  
DepEd Division Office of Mati City

Through : **The Chief Administrative Officers/Accountants**

From : **The Branch Manager**  
GSIS Tagum Branch Office

Date : October 15,2024

Subject : Workshop on the Reconciliation Processes and Reports of GSIS  
Premium Deficiencies for 2011-2023 and other matters

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GSIS Tagum Branch Office will conduct a Workshop on the Reconciliation Processes and Reports of GSIS Premium Deficiencies on October 28-30,2024 at GSIS Multi-Purpose Hall National Highway, Tagum City.

The Workshop aims to establish updated reconciliation reports of GSIS Premium Deficiencies for the period of 2011 to 2023, and to gather the funding requirements to secure funding approval from the Department of Budget and Management (DBM) for the payment of reconciled premium deficiencies of affected DepEd personnel in Division Offices including Implementing Units.

In this regard, we respectfully request your division personnel in charge on premium remittance and ERF Handler and AAO of all implementing units under your division to attend the said workshop.

We would appreciate confirmation of their attendance not later than October 25,2024 thru email to Ms. Sharon Ruth C. Alingalan at [srcalingalan@gsis.gov.ph](mailto:srcalingalan@gsis.gov.ph).

Thank you for your partnership. We are looking for a fruitful workshop with your representatives.

  
**OSCAR PAUL B. FORTUNA**  
Branch Manager

