



Republic of the Philippines
Department of Education
CARAGA REGION



December 14, 2021

REGIONAL ORDER
No. 005, s. 2021

RECOMPOSITION OF THE TECHNICAL WORKING GROUP (TWG) FOR THE
MANAGEMENT AND RECONCILIATION OF DEPARTMENT OF
EDUCATION'S GSIS ALLEGED PREMIUM DEFICIENCIES

To: ASSISTANT REGIONAL DIRECTOR
SCHOOLS DIVISION SUPERINTENDENTS
ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS OF THE FUNCTIONAL DIVISIONS
ALL CONCERNED
This Region

1. In compliance with Memorandum OUF-2021-0384 dated June 3, 2021 on the Creation of Technical Working Groups (TWGs) for the Management and Reconciliation of Department of Education's GSIS Alleged Premium Deficiencies, the Regional Office TWG shall have the following composition effective immediately:

Team Leader	:	ATTY. FIEL Y. ALMENDRA, CESO V Assistant Regional Director
Members	:	JOEL B. ROSALES Chief Administrative Officer, ASD FE L. ALEGADO Chief Administrative Officer, FD MERIAM C. DELA RITA Supervising Administrative Officer, ASD ELAINE N. NAVARRO Supervising Administrative Officer, FD : SHERYL R. PUYO Administrative Officer V, Personnel Unit ANVEN P. MAGLASANG Administrative Officer IV, RPSU : MARCELINO M. AHON, JR. Information Technology Officer I
Secretariat	:	IRISH JEAN P. ABEJAR Administrative Aide VI, Personnel Unit NIÑA JONALYN B. GAMBE Administrative Aide VI, RPSU

2. All Schools Division Offices are hereby instructed to organize the respective TWGs at the Schools Division Office including the Implementing Units (IUs) in the Secondary Schools under their jurisdictions, for the management and reconciliation of DepEd's GSIS Premium Deficiencies both GS and PS. The TWGs shall compose of the following:



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



2021-12-16504

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Team Leader : Assistant Schools Division Superintendent
Members : 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

3. The TWGs shall perform the following responsibilities:
- Secure list of DepEd personnel whose GSIS premium contributions are subject for reconciliation, for validation/confirmation/appropriate action;
 - 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;
 - 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;
 - Review and prepare region-wide consolidation of all GSIS records reconciled;
 - Provide regular reports to oversight officials as consolidated by region, incorporating therein inputs/solutions on how to minimize or eliminate future premium deficiencies.
4. All TWGs shall attend the Webinar Orientation to be conducted by the DepEd Central Office on December 20, 2021 at 1:30PM to 6:30PM. Link will be provided after the submission of online registration at <https://bit.ly/3GspmiJ>
5. For immediate compliance.


MA. GEMMA MERCADO LEDESMA
Regional Director

Encls.: Memorandum OUF-2021-0384
Reference: Memorandum OUF-2021-0384 dated June 3, 2021

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

EMPLOYEES	GSIS	RECONCILIATION
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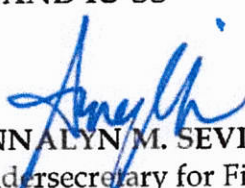
PER/srp
12/14/2021



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

MEMORANDUM

TO : ALL REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
SCHOOL HEADS OF IMPLEMENTING UNITS-SECONDARY
SCHOOLS (IU-SS)
DESIGNATED TECHNICAL WORKING GROUPS FOR
RECONCILIATION OF GSIS PREMIUM DEFICIENCIES AT THE
CENTRAL, REGIONAL AND SCHOOLS DIVISION OFFICES
AND IU-SS

FROM :  ANNALYN M. SEVILLA
Undersecretary for Finance


WILFREDO E. CABRAL
Director IV, DepEd National Capital Region and
Officer-In-Charge, Office of the Undersecretary
Human Resource and Organizational Development

SUBJECT : ORIENTATION ON THE RECONCILIATION OF THE REPORTED
GSIS PREMIUM DEFICIENCIES

DATE : December 1, 2021

1. Please be informed of the upcoming three (3) Clusters "*Orientation and Consultation Meeting on the Reconciliation of the Reported GSIS Premium Deficiencies*" to be conducted by the DepEd Central Office (CO) to all Technical Working Groups (TWGs) designated in a Memorandum OUF No. 0384, s. 2021 entitled "*Creation of Technical Working Groups (TWGs) for the Management and Reconciliation of Department of Education's GSIS Alleged Premium Deficiencies*," copy attached, marked as Enclosure 1.
2. The said orientation aims to:
 - a. Provide participants with an overview and background of the alleged GSIS Premium deficiencies;

- b. Update the TWG members about the reconciliation process of GSIS premia records of DepEd personnel at the CO, Regional Offices (ROs) and Schools Division Offices (SDOs) including the IU-SS;
 - c. Present the roles and responsibilities of the TWGs per governance level and get their commitment for the submission of their respective outputs for the nationwide consolidation; and
 - d. Identify and address other issues and concerns relating to GSIS remittances to minimize and eliminate unreconciled records.
3. The schedule of this 3-clusters webinar orientation is shown below. Expected participants per cluster shall be the TWG members at the RO, SDO and IU-SS, listing is hereto attached marked as Enclosure 2.

CLUSTER	DATE	TIME	VENUE MS TEAMS
1	December 15, 2021 (Wednesday)	1:30 PM to 6:30 PM	Link will be provided after the submission of online registration
2	December 17, 2021 (Friday)	1:30 PM to 6:30 PM	
3	December 20, 2021 (Monday)	1:30 PM to 6:30 PM	

4. All Regional Chiefs of Administrative Divisions are requested to provide their full support to this orientation, such as by ensuring the attendance of the expected participants under their jurisdictions, especially the AAOs and ERF Handlers from the ROs, SDOs and IU-SS. The Regional Directors and Schools Division Superintendents are encouraged to attend owing to their oversight function.
5. Participants are requested to submit their confirmation of attendance and prepare in advance their issues and concerns related to the subject. These can be submitted on or before December 10, 2021 through this link: <https://bit.ly/3Gspmij>.
6. Incidental expenses relative to this webinar orientation such as communication expenses including meals and snacks, if any, shall be charged to your respective local funds, subject to the usual government accounting and auditing rules and regulations.
7. For any inquiries and concerns, please contact Finance Service - Employee Account Management Division at telefax number (02) 8633-7248 or e-mail address fs.eamd@deped.gov.ph or contact Ms. Ellen Palomeno at cellphone number +63 916-483-7586 or e-mail address elenita.palomeno@deped.gov.ph.
8. For information and compliance.

eamd/

ENCLOSURE 2

THREE (3) CLUSTERS WEBINAR ORIENTATION ON THE
RECONCILIATION OF GSIS PREMIUM DEFICIENCIES

LIST OF PARTICIPANTS

No. of Participants per Cluster:

- a. Regional Office (RO) - Ten (10) TWG members per RO
- b. Schools Division Office (SDO) - Nine (9) TWG members per SDO
- c. Implementing Unit -Secondary Schools (IU-SS) - Six (6) TWG members per school

1st Batch - November 3, 2021

Region	No. of Participants			Total
	ROP	SDO	IU-SS	
CAR	10	72	306	388
III	10	180	1,920	2,110
XI	10	99	936	1,045
VI	10	180	2,502	2,692
TOTAL				6,235

2nd Batch - November 5, 2021

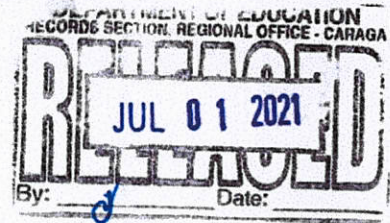
Region	No. of Participants			Total
	ROP	SDO	IU-SS	
NCR	10	144	1,116	1,270
I	10	126	1,116	1,252
V	10	117	1,368	1,495
X	10	126	312	448
XII	10	81	570	661
IX	10	72	480	562
VIII	10	117	546	673
TOTAL				6,361

3rd Batch - November 8, 2021

Region	No. of Participants			Total
	ROP	SDO	IU-SS	
II	10	81	654	745
IV-A	10	189	1,968	2,167
IV-B	10	63	690	763
XIII	10	108	864	982



Republic of the Philippines
Department of Education
CARAGA REGION



June 24, 2021

REGIONAL ORDER
No. 004, s. 2021

COMPOSITION OF THE TECHNICAL WORKING GROUP (TWG) FOR THE
MANAGEMENT AND RECONCILIATION OF DEPARTMENT OF
EDUCATION'S GSIS ALLEGED PREMIUM DEFICIENCIES

To: CHIEFS OF THE FUNCTIONAL DIVISIONS
ALL CONCERNED
This Region

1. In compliance with Memorandum OUF-2021-0384 dated June 3, 2021 on the Creation of Technical Working Groups (TWGs) for the Management and Reconciliation of Department of Education's GSIS Alleged Premium Deficiencies, the Regional Office TWG shall have the following composition effective immediately:

Team Leader	:	DR. LORENZO O. MACASOCOL, CESO V OIC-Assistant Regional Director
Members	:	JOEL B. ROSALES Chief Administrative Officer, ASD MERIAM C. DELA RITA Supervising Administrative Officer, ASD FE L. ALEGADO Chief Administrative Officer, FD ELAINE N. NAVARRO Supervising Administrative Officer, FD : SHERYL R. PUYO Administrative Officer V, Personnel Unit ANVEN P. MAGLASANG Administrative Officer IV, Personnel Unit : MARCELINO M. AHON, JR. Information Technology Officer I Secretariat : IRISH JEAN P. ABEJAR Administrative Aide VI, Personnel Unit NIÑA JONALYN B. GAMBE Administrative Aide VI, RPSU

2. The TWG shall perform the following responsibilities:

- a. Secure list of DepEd personnel whose GSIS premium contributions are subject for reconciliation, for validation/confirmation/appropriate action;



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2021-06-7828

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DepEdRO13-F-REC-009/R2/2-18-2020

- 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 region-wide consolidation of all GSIS records reconciled;
 - e. Provide regular reports to oversight officials as consolidated by region, incorporating therein inputs/solutions on how to minimize or eliminate future premium deficiencies.
3. The RO TWG is expected to submit initial report to the CO TWG 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.
 4. For immediate compliance.


EVELYN R. FETALVERO, Ph.D., CESO IV
 Director IV
 Regional Director

Encls.: Memorandum OUF-2021-0384
 Reference: Memorandum OUF-2021-0384 dated June 3, 2021

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

EMPLOYEES	GSIS	RECONCILIATION
PER/srp		
06/25/2021		

PER/srp
06/25/2021

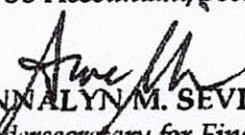


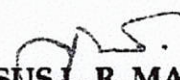
Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE

MEMORANDUM
OUF-2021- 0384

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

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

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 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 Secretariat: Employee Accounts Management Division		
OFFICE/ SCHOOL	TWG	OVERSIGHT
I. Central Office	Team Leaders: 1. Director of BHRD 2. Director of Administrative Service Members: 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 Secretariat: 1. EAMD – Overall Secretariat 2. Accounting Division	ExeCom Leads: 1. BHRD 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: 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: 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: 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/2TcbAgQ
	I - Ilocos Region	https://bit.ly/3wi2kWK
	II - Cagayan Valley	https://bit.ly/3vgjP9K
	III - Central Luzon	https://bit.ly/3hl8Odh
	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/3hMAe1U

OFFICE	REGION	GOOGLE SHEET LINK / URL
	XI - Davao Region	https://bit.ly/3yviHRw
	XII - SOCCSKSARGEN	https://bit.ly/3wqTSo9
	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.