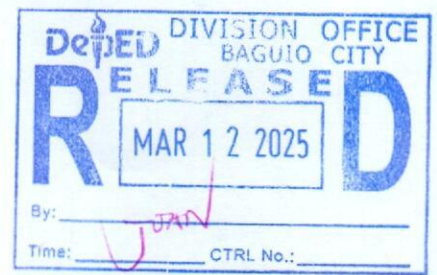




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



March 12, 2024

DIVISION MEMORANDUM
No. 179-2025

**FINAL RECONCILIATION OF REPORTED GSIS PREMIUM DEFICIENCIES OF
IMPLEMENTING UNITS FOR PREVIOUS YEARS**

To: Public Schools District Supervisors
Public School Heads
Non-teaching Personnel (Ius)
All Other Concerned

1. As a result of the 3rd Leg Workshop on the Reconciliation Process and Reports of GSIS Premium Deficiencies held on March 11, 2025, this Office requests the attendance of ERF Handlers and AAOs/personnel in charge of the GSIS Web MSP on March 13-14, 2025, at the PFVR Office for the final reconciliation of reported GSIS premium deficiencies from previous years. **This reconciliation is necessary as we are directed to submit the final report by March 18, 2025.**

2. The participants are the following:

School	ERF Handler/AAO or Representative
Baguio City High School	Myrene Rivera
Pines City National High School	Sharon Estocapio
Guisad Valley National High School	Jose Dacwag
Irisan National High School	Cherry B. Padonga
Roxas National High School	Nellie P. Moyamoy
Mil-an National High School	Joan O. Dumaguing
Magsaysay National High School	Betty M. Mayaen

3. The aforementioned personnel are advised to bring their laptops, a copy of employees' service records, and GSIS receipts for paid remittances from January 2011 to December 2023.

4. A locator slip should be obtained from the school head during the reconciliation process.

5. For prompt dissemination and compliance.

SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent

For the Schools Division Superintendent:

CARMEL F. MERIS
OIC-Assistant Schools Division Superintendent