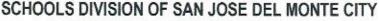


## Republic of the Philippines DEPARTMENT OF EDUCATION

Region III - Cental Luzon



San Ignacio St., Poblacion, City of San Jose del Monte 3023



December 6, 2018

DIVISION MEMORANDUM

No.2 5 2, s. 2018

TO: All SDO Personnel All School Heads All Others Concerned

## UPDATING OF PHILHEALTH AND PAG-IBIG MEMBERSHIP ID NUMBER

- 1. This Office notifies that the monthly remittances of salary deductions and government share to GSIS, Philhealth and HMDF/ PAG-IBIG of RPSU paid teachers and personnel shall be done at the Schools Division Office (SDO)/ Fiscally Autonomous Schools' (FAS) Level.
- The remittances for GSIS and Philhealth already took effect last payroll month of September 2018 and October 2018 respectively and PAG-IBIG remittances shall take effective payroll month of December 2018.
- 3. In this regard, to ensure proper posting of remittances, smooth transaction and availment of all benefits from said agencies, all employees are required to update their membership ID.
- 4. Updated copy of PHILHEALTH Membership Data Record (MDR) and photocopy of PAG-IBIG Loyalty card or print out confirmed MID number of elementary, Senior High School and Non-FAS employees must be submitted to this Office and to their respective schools for FAS not later than December 17, 2018.
- Wide dissemination and strict compliance of this memorandum to all concerned is enjoined.

GERMELINA H. PASCUAL, CESO V Schools Division Superintendent