



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

June 24, 2021

**OFFICE MEMORANDUM**

No. **288**, s. 2021

To: OIC-Assistant Regional Director  
Regional Chief of Divisions/Section/Unit Heads  
All Others Concerned

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

1. Pursuant to Memorandum OUF-2021-0384 dated June 3, 2021 re Creation of Technical Working Groups (TWGs) for the Management and Reconciliation of Department of Education's G SIS Alleged Premium Deficiencies, the following constitutes the Regional TWG:

Team Leader : Bebiano I. Sentillas, OIC-Assistant Regional Director  
Members : Mercedes D. Sarmiento, Chief, Administrative Division  
Alma E. Suyom, Chief, Finance Division  
Fe M. Gerona, Accountant III  
Eva D. Rosales, AO V, Personnel Section/AAO  
Nerio Clenton R. Areglado, AO II,  
Focal Person, Payroll Services/ERF Handler  
Elizabeth E. Caboboy, SAO-Admin/Alternate AAO  
Joselito E. Enriquez, ADA VI, ERF Handler  
Jim Albert A. Lagado, ITO, ICT Unit

Secretariat : Administrative Division

2. The TWG shall perform the following responsibilities in their respective areas of jurisdiction:

- 2.1 Secure list of DepEd personnel whose G SIS premium contributions are subject for reconciliation, for validation/confirmation/appropriate action;
- 2.2 Based on the list provided by the G SIS through the EAMD, determine the names of DepEd personnel who are active and inactive as of December 2019;



- 2.3 Coordinate with the counterpart of GSIS office or branch as well as the concerned DepEd personnel, the reconciliation of DepEd's GSIS Premium Deficiencies, both for GS and PS;
  - 2.4 Review and prepare nationwide/region-wide/schools division-wide consolidation of all GSIS records reconciled. For IUS-SS reports, these shall be submitted to the Schools Division Administrative Unit, for school's division-wide consolidation; and
  - 2.5 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.
3. Please be guided accordingly.

  
**MA. GEMMA MERCADO LEDESMA**  
Regional Director 

AD-PS-EDR

