



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

July 31, 2024

REGIONAL MEMORANDUM

No. **865** s. 2024

**REGISTRATION TO GOVERNMENT SERVICE AND INSURANCE SYSTEM (GSIS)
 TOUCH FOR ALL DEPED TEACHING AND NON-TEACHING PERSONNEL**

To: Schools Division Superintendents
 All Others Concerned

1. Attached is Memorandum dated July 22, 2024 with the subject: **Registration to Government Service and Insurance System (GSIS) Touch for All DepEd Teaching and Non-Teaching Personnel.**
2. The Schools Division Superintendents are requested to ensure that all eligible personnel must be able to complete the registration process for GSIS Touch. Failure to comply may result in delays in accessing GSIS benefits and services.
3. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
 Regional Director

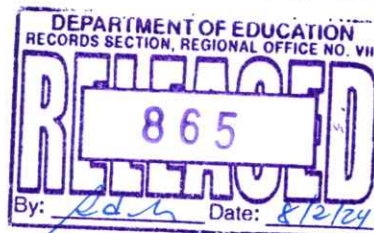
Enclosure: As stated

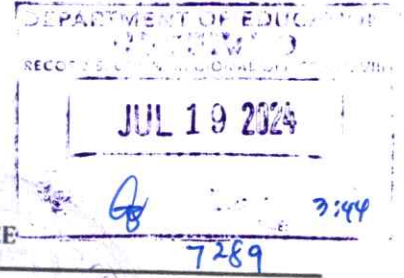
Reference: As stated

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

GSIS GSIS TOUCH REGISTRATION SERVICES

AD-PS-EDR





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

MEMORANDUM

July 22, 2024

For : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
CENTRAL OFFICE PERSONNEL
ALL TEACHING AND NON-TEACHING PERSONNEL**

FROM : *Annalyn M. Sevilla*
ANNALYN M. SEVILLA
Undersecretary

SUBJECT : **REGISTRATION TO GOVERNMENT SERVICE AND INSURANCE
SYSTEM (GSIS) TOUCH FOR ALL DEPED TEACHING AND NON-
TEACHING PERSONNEL**

To ensure that all DepEd teaching and non-teaching personnel are fully informed about the service and advantages offered by GSIS, this office strongly encourages and advocates the registration to the "GSIS Touch" which is a vital platform that facilitates convenient access to GSIS benefits and services.

The following are the steps to register to the GSIS Touch:

- Step 1:** Open an Account
 - Download the GSIS TOUCH MOBILE APP.
 - Enter your Birthdate and BP number to create an account.
- Step 2:** Enter the One Time Pin (OTP)
 - An OTP will be sent to your registered mobile number.
 - Enter the OTP on the portal to validate your registration.
- Step 3:** Create Username and Password
 - Follow the prompts to create a username and password for your GSIS touch account.

If your mobile number is not registered or needs updating, use any of the following materials:

- Visit GWAPS Kiosk
- Contact the Authorized Agency Officer (AAO), or
- Visit the nearest GSIS Branch



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24 JUL 2024

All personnel must complete the registration process for GSIS Touch. Failure to comply may result in delays in accessing GSIS benefits and services.

Immediate dissemination and compliance with this Memorandum are desired. For inquiries, please contact **Finance Service - Employee Account Management Division (FS-EAMD)** at 8633-7248 or email at fs.eamd@deped.gov.ph.

AS 7/22

