



Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM
 No. 354 s. 2025

DEPED-GSIS PREMIUM RECONCILIATION MEETING

**TO: Schools Division Superintendents
 Chief of Finance Division
 Chief of Administrative Division
 Authorized Agency Officer (RO/SDO)
 Electronic Remittance File Handler (RO/SDO)
 GSIS Premium Arrears In charge (RO/SDO)**

1. This Office, together with GSIS Dagupan, La Union and Laoag Branches, will conduct a meeting in line with the on going GSIS Premiums Arrears reconciliation on March 13, 2025, from 8:00 AM to 3:00 PM at Max's Restaurant, San Fernando City, La Union.
2. Participants for the Regional Office will be from Accounting Division, the Chief Administrative Officer of Administrative Division, AAO, ERF Handler and Personnel in-charge of the GSIS reconciliation. For the participants from the Schools Division Offices, the attendance of AAO, ERF Handler and Personnel in charge of the reconciliation is a must.
3. Participants are required to bring the updated report on the GSIS Premium Arrears reconciliation for the finalization of the DepEd Region I report to the Central Office.
4. Be guided accordingly.

TOLENTINO G. AQUINO
 Director IV

rpsu/ad/bha/memo_gsismeeeting
 March 13, 2025



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