



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2024- 709

September 25, 2024

To : **NORELIZA A. MISAL, CPA, Accountant III**
Remitting Agency Officer

GUY R. MARA-ASIN, Administrative Officer II
Alternate Agency Authorized Officer

GENIE D. PIUS, Administrative Assistant III
ERF Handler

Subject: **Reconciliation of GSIS Premium Deficiencies of DEPED Personnel**

Relative to the letter from GSIS, Davao City, this Office hereby requires the abovementioned to attend the meeting at GSIS Davao Branch Office, Matina, Davao City on September 30, 2024.

Attached is the letter for ready reference.

For guidance and compliance.

For and in the absence of the SDS:

NORELIZA A. MISAL, CPA
Accountant III
OIC – Schools Division Superintendent

Schools Division of Digos City
RECORDS SECTION

RELEASED
DATE: SEP 27 2024 TIME: 12:20
BY:



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Government Service Insurance System
Paseguruhan ng mga Naglilingkod sa Pamahalaan
DAVAO BRANCH OFFICE



September 24, 2024

Melanie P. Estacio
Schools Division Superintendent
DepEd Division of Digos City


Dear Ms. Estacio,

In line with the upcoming 2nd leg of cluster workshops on the reconciliation of GSIS premium deficiencies of DepEd personnel on October 8 – 11, 2024 at the GSIS Home Office in Pasay City, we would like to ask for an appointment with your personnel this **Monday, September 30 here in GSIS Davao Branch Office**. We highly suggest that the same key people who joined the 1st leg in Panorama Summit Hotel last February will be the ones who will attend the planned meeting at **9:00AM**.

This is a continuation of our efforts to address your agency's unpaid premiums and hopefully, we will obtain our desired outcome.

Warmest regards.

Very truly yours,


JONATHAN JUSTINO G. MADRAZO
Branch Manager



McArthur Highway, Matina, Davao City, 8000



www.gsis.gov.ph
facebook.com/gsis.ph



GSIS Official
gsisdavao@gsis.gov.ph



(082) 296-2431
(082) 299-0141