MEMORANDUM TO:

Chief Education Supervisors – CID and SGOD
Elementary and Secondary School Principals
Officers-In-Charge
Public Schools
All Concerned

GSIS LOANS OF PERSONNEL

Please see attached Memorandum No. 98, s. 2019 from the Office of MR. WILFREDO E. CABRAL, Director III, Officer-In-Charge, Office of the Regional Director, DepEd-NCR, on the subject GSIS LOANS OF PERSONNEL, contents of which is self-explanatory.

Particular attention is invited to No. 4, which states that they should submit the loan details from the GSIS as basis for deduction. In the alternative, they should pay directly to the GSIS to avoid paying penalties and compounded interest.

For your information and guidance.

For:

JOEL T. TORRECAMPO
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent

By:

ELISA O. CERVEZA
Chief Education Supervisor, CID
Officer-In-Charge
Office of the Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

July 30, 2019

Maka-Diyos, Makatao, Makakalikasan at Makabansa
MEMORANDUM
No. __________ s. 2019

TO : Schools Division Superintendents
     Public School Heads

FROM : WILFREDO L. CABRAL
       Director III
       Officer-in-Charge
       Office of the Regional Director

SUBJECT : GSIS Loans of Personnel

DATE : July 22, 2019

1. There are cases where the loans obtained from the GSIS were not deducted from the salary of DepEd personnel, and the borrowers do not pay directly to the GSIS. Consequently, the loans earn penalties.

2. Due to the mismatch on the system used by the GSIS and that of DepEd, the GSIS is currently calibrating its system for billing purposes to match with the payroll program to ensure the regular deduction of the loans.

3. Pending this intervention, Division AAOs shall be advised to submit a list of all personnel who have loans with the GSIS except for the Divisions of Manila, Quezon City, Makati, Malabon, and San Juan that are processing their own payroll. Their AAOs should check from the payroll of the borrowers if the loans with the GSIS as reflected in the EBCS are being deducted. If the loans are not deducted, the deduction should be effected manually based on the Notice to Deduct from the GSIS.

4. Schools Division Superintendents and School Heads should advise the teaching and non-teaching personnel to inform the Division and the Payroll Service if they have past due loans with the GSIS. If so, they should submit the loan details from the GSIS as basis for deduction. In the alternative, they should pay directly to the GSIS to avoid paying penalties and compounded interest.

5. For compliance.

Work toward excellence... play to win!