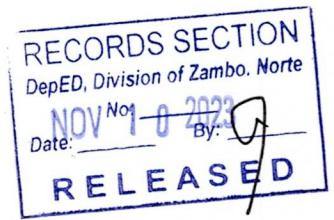




Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Office of the Schools Division Superintendent

November 9, 2023

Division Memorandum
No. 91 s. 2023

**RECOMPOSITION OF TECHNICAL WORKING GROUP (TWG) FOR THE
MANAGEMENT AND RECONCILIATION OF DEPED ALLEGED GSIS PREMIUM
DEFICIENCIES**

To: Assistant Schools Division Superintendents
CID and SGOD Chiefs
Public School District Supervisors
Elementary and Secondary School Principals
Implementing Units, District and Division ERF Handlers
All Others Concerned

1. In alignment with our commitment to ensuring the efficient management of Government Service Insurance System (GSIS) concerns within our division and in harmony with the division reform agenda PREMIER (P - Practicing participatory planning and continuous improvement system), this office hereby announces the updated composition and designation of the Division Technical Working Group (TWG) responsible for addressing GSIS matters, as stipulated in Enclosure No. 1.
2. Furthermore, Implementing Units (IUs) are instructed to review and update their respective compositions of the designated TWG for GSIS, as detailed in Enclosure No. 2. IUs are directed to submit the updated list of TWG members, along with their contact information, to this link : depedzn.net/link/IUGSISTWG and to the Payroll Section not later than **Wednesday, November 15, 2023**.
3. For the information, guidance, and compliance.

ROY C. TUBALLA JD, EMD, CESO VI
Schools Division Superintendent

OASDS/sgbu/ Recomposition/TWG-GSIS
005/1192023



Address: Capitol Drive, Estaka, Dipolog City 7100 Tel. No.: (065) 212- 5843
Email: zn_division@deped.gov.ph Website: www.depedzn.net
FB: DepEd Tayo- Schools Division of Zamboanga del Norte



Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure No. 1
DM 54 s. 2023

COMPOSITION OF DIVISION TWG-GSIS Concerns

Oversight

ROY C. TUBALLA JD,EMD,CESO VI
Schools Division Superintendent

Team Leader

MA. JUDELYN J. RAMOS, CESO VI
Assistant Schools Division Superintendent

Members

ARVIE A. OMPOY,CPA
Accountant III

CASEMERA V. LUNJAS
Budget Officer/AO V

HELEN E. TANGON
Head of Admin Office and General Services/AO V

MARYLYNNE B. BAYRON
HRMO-II/ AO IV

ARNEL C. MASION
Records Officer /AO IV

JULIUS BELAGANTOL
ITO

JAYLAYN A. BAGALANON
AO II-ERF Handler

ALL SCHOOL HEADS OF NON-IU SCHOOLS

DEBBY GLYN C. DUMAT-OL
ADAS-III Payroll Section
Division ERF Handler

SHAMMAH GRACE B. VELASCO
ADAS-II OASDS/ Secretariat



Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure No. 2
DM 04 s. 2023

COMPOSITION OF IMPLEMENTING UNIT TWG-GSIS

Oversight

SCHOOL PRINCIPAL

Team Leader

ASSISTANT SCHOOL PRINCIPAL
or its equivalent

Members

SCHOOL ADMINISTRATIVE OFFICER II

SCHOOL SENIOR BOOKKEEPER

SCHOOL DESIGNATED AAO

DESIGNATED ERF HANDLER

SECRETARIAT

(As designated by the School Head)