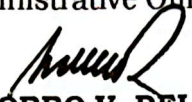


Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES

UNNUMBERED MEMORANDUM
OSDS-SDS-01-011-2024/JMT

TO : **SCHOOL HEADs – IUs/FAS**
MARICHELE B. LLAVE
Administrative Officer IV - HRMO

FROM : 
SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

DATE : January 11, 2024

SUBJECT : **REGIONAL MEMORANDUM AD PS-2024-005**
ACTION TO BE TAKEN RELATIVE TO PHILHEALTH
ADJUSTMENT PURSUANT TO ITS PHILHEALTH CIRCULAR
NO.2020-0005

Attached is the Regional Memorandum AD PS-2024-005 dated January 11, 2024, regarding action to be taken relative to PhilHealth Adjustment pursuant to its PhilHealth circular No. 2020-0005 dated February 19, 2020, adjusting its contribution to Five percent (5%) effective January 1, 2024.

For your information and guidance.

JMT/ REGIONAL MEMORANDUM AD PS-2024-005 ACTION TO BE TAKEN RELATIVE TO PHILHEALTH ADJUSTMENT PURSUANT TO ITS PHILHEALTH CIRCULAR NO.2020-0005
0002 January 11, 2024



San Roque, Virac, Catanduanes

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Republic of the Philippines
Department of Education
REGION V - BICOL



11 January 2024

REGIONAL MEMORANDUM
AD PS-2024-005

To : Schools Division Superintendents of Catanduanes, Camarines Norte, Iriga City, Masbate City, Sorsogon Province, Sorsogon City, Ligao City
School Head – IUs/FAS
All Concerned

ACTION TO BE TAKEN RELATIVE TO PHILHEALTH ADJUSTMENT PURSUANT TO ITS PHILHEALTH CIRCULAR NO. 2020-0005

1. This refers to the **PhilHealth Circular No. 2020-0005** dated February 19, 2020 adjusting its contribution to **Five percent (5%)** effective **January 01, 2024**.
2. Please be informed that until now this Office is waiting for system update for the Payroll System to effect such an adjustment.
3. Since this period is considered as payroll preparation period, this Office is instructing all the SDOs and IUs with installed Payroll System to proceed the payroll preparation for January to prevent the delayed receipt of salaries on your teaching and non-teaching personnel.
4. As regards the contribution to PhilHealth, you may withhold the **four percent (4%)** comprising of 2% for Personal Share and 2% for Government Share.
5. The withheld deductions due to PhilHealth shall be retained temporarily in your account since PhilHealth will not accept payment below 5%.
6. Please take note, that DepED has a grace period within which to remit to PhilHealth following the last digit of PhilHealth Employee Number (PEN).
7. For SDOs and IUs with PEN ending in **0 to 4**, the due date to remit is **15th day of the ensuing month**; while PEN ending in **5 to 9**, the due date is **20th day of the ensuing month**.
Applying the aforesaid due dates, the PhilHealth deductions for January is due on either **February 15** or **February 20**, depending on the PEN.
8. The deficiency of **1%** shall be subject to a subsequent payment after this Office received the system update. We are looking forward that the system update will be available last week of January.
9. For information and guidance.


GILBERT T. SADSAD
Regional Director

AD-PSU/sjdvii
01/11/24



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