



Republic of the Philippines
Department of Education
Region x- Northern Mindanao
DIVISION OF CAGAYAN DE ORO CITY
Fr. William Masterson, S.J. Avenue, Upper Balulang
Cagayan de Oro City



January 16, 2019

45

DIVISION MEMORANDUM

TO: Elementary and Secondary School Heads
Curriculum and Implementation Division
School Governance and Operation Division
Office of the Schools Division Superintendent
Teaching and Non-Teaching Personnel
This Division



FROM: [†] ^{JS} **JONATHAN S. DELA PEÑA, Ph.D., CESO V**
Schools Division Superintendent

SUBJECT: **DESSIMINATION OF THE GOVERNMENT SERVICE INSURANCE
SYSTEM MEMORANDUM CERCULAR NO. 004 SERIES OF 2018**

This is in reference to the DepEd Memorandum no 192 s. 2018 attached re: Dissemination of the Government Service Insurance System Memorandum Circular No. 004 series of 2018 issued by Secretary Leonor Magtolis Briones.

Immediate dissemination of this memorandum is desired.



Republic of the Philippines
Department of Education

email 11/9/19 6:45 PM

DepEd	
CAGAYAN DE ORO CITY DIVISION	
Received by:	
Date:	11/10/2018
Time:	9:16

17 DEC 2018

DepEd MEMORANDUM
No. **192**, s. 2018

**DISSEMINATION OF THE GOVERNMENT SERVICE INSURANCE SYSTEM
MEMORANDUM CIRCULAR NO. 004 SERIES OF 2018**

(Application for GSIS Financial Assistance Loan of DepEd Personnel)

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
All Others Concerned

1. For information and guidance of all concerned, enclosed is a copy of the Government Service Insurance System (GSIS) Memorandum Circular (MC) No. 004, series of 2018 dated October 18, 2018 entitled **Application for GSIS Financial Assistance Loan (GFAL) of DepEd Personnel**.
2. This Memorandum stipulates the eligibility of applicants, documentary requirements, and procedure of the application for the GFAL of DepEd personnel.
3. In addition to the application procedure contained in the aforementioned GSIS MC 004, all applications for GFAL shall be forwarded by the GSIS' Agency Authorized Officers for DepEd to the designated DepEd Verifiers, for records and monitoring purposes, before endorsing the same to the GSIS for approval. This is in accordance with the Automatic Payroll Deduction System (APDS) policy that requires all loan transactions payable through APDS to go through the evaluation of the designated DepEd Verifiers.
4. Heads of offices in the central, regional, and schools divisions and schools are ordered to post this Memorandum in conspicuous places within their premises.
5. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Encl.: As stated
Reference: N o n e
To be indicated in the Perpetual Index
under the following subjects:

BUREAUS AND OFFICES

OFFICIALS



GSIS Government Service Insurance System
Financial Center, Pasay City, Metro Manila 1308

GSIS Memorandum Circular No. 004 Series of 2018

**FOR : OFFICIALS AND EMPLOYEES OF THE DEPARTMENT
OF EDUCATION (DEPED)**

**SUBJECT : APPLICATION FOR GSIS FINANCIAL ASSISTANCE
LOAN (GFAL) OF DEPED PERSONNEL**

The nationwide implementation of the GSIS Financial Assistance Loan (GFAL) was approved by the GSIS Board of Trustees under Board Resolution No. 91 dated 29 May 2018.

The GFAL is a balance-transfer and debt-consolidation facility that intends to help DepEd personnel (members) pay their loans from accredited private lending institutions (PLIs) at lower monthly amortization.

Active members with outstanding loans from DepEd-accredited PLIs may apply for GFAL if they:

1. are permanent employees;
2. have paid premiums for the last three (3) years;
3. are not on leave without pay;
4. have no due and demandable GSIS loan; and
5. have no pending administrative or criminal case.

OFFICE OF THE
TREASURER
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If an accredited PLI has filed a case against members for nonpayment of obligations after GSIS loan payments have been prioritized pursuant to DepEd Order No. 38 dated 31 July 2017, such members are still eligible to apply for GFAL.

Qualified members may borrow up to Php500,000, provided their take-home pay will not go lower than the amount required under the General Appropriations Act after their monthly obligations have been deducted. The loan proceeds will be paid directly to the concerned PLI(s).

The loan is payable in monthly instalments for six (6) years at six percent (6%) interest rate per annum computed in advance. Payments will be automatically deducted from the borrower's salary.

The application procedure is as follows:

1. Submit the following complete requirements to the nearest GSIS Office.
 - 1.1 Duly accomplished GFAL Application Form (**Annex A**)
(Application form may also be downloaded from http://www.gsis.gov.ph/downloads/forms/20180504-FORMS-GFAL_Application.pdf);
 - 1.2 Duly accomplished GSIS-prescribed Statement of Account (SOA) (**Annex B**) with clear copy of the ID of the PLI's representative authorized to claim the check and contact details (SOA form may also be downloaded from http://www.gsis.gov.ph/downloads/forms/20180504-FORMS-GFAL_SOA.pdf);
 - 1.3 Borrower loan agreement indicating the original and net loan amount, loan voucher, or other PLI-certified documents indicating the term, interest rate, monthly amortization, and first amortization due date of the loan (to be transferred under GFAL); and
 - 1.4 Agency Authorized Officer (AAO)-certified true copy of the applicant's payslips for the last three (3) months.
2. Attend the GSIS Financial Literacy Seminar indicated in the endorsement slip given upon submission of the requirements.
3. Complete the loan evaluation and counselling process.
4. Sign the loan documents.

Please be guided accordingly.

For details, visit the GSIS website, www.gsis.gov.ph, or Facebook account, @gsis.ph; email gsiscare@gsis.gov.ph or call the GSIS Contact Center at 847-4747 if in Metro Manila or 1-800-8-847-4747 (for Globe [free with minimum Php8.00 load] and TM subscribers) or 1-800-10-847-4747 (for Smart, Sun, and Talk 'N Text subscribers; Php8.00/call).

Original Signed

ATTY. JESUS CLINT O. ARANAS
President and General Manager

18 OCT 2018