



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

JUL 01 2025

DIVISION LETTER
No. 080, s. 2025

To: Assistant Schools Division Superintendent
Executive Committee Members
HRMO
BPSTEA President
PESPA President
BOPSA President
BAPSASULEA President
NEU President
PSSHDAB President
PSDS President
All others concerned

Pursuant to Department of Budget and Management (DBM) Circular No. 2024-6 titled "Guidelines on the Grant of Medical Assistance to Government Personnel", and DepEd Order No. 016, s. 2025 titled "Implementing Guidelines on the Processing and Utilization of Medical Assistance for Teaching and Non-Teaching Personnel", this Office will conduct a **coordination meeting** on **July 4, 2025, 9:00AM onwards** at **SDO Bataan, Bulwagan ng mga Bayani at Banal**, Abucay, Bataan to ensure proper implementation and compliance with the said issuances.

The following Agenda will be discussed:

- i. Eligibility and coverage of Medical Allowance
- ii. Selection & Procurement of HMO
- iii. Funding source and disbursement procedure
- iv. Roles and responsibilities of HRMO
- v. Other Matters

Further, the following participants are expected to attend:

1. Carolina S. Violeta, EdD CESO V
2. Armando C. Capili, EdD
3. Ramon C. Perez
4. Milagros M. Peñaflor, PhD
5. Myra V. Dilig
6. Rhodora C. Ganzon
7. Pilar C. Ignacio
8. Ma. Liza A. Manuel
9. Atty. Hazel G. Dilig-Carandang
10. Engr. Merck Bryan A. Gragas



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11. Nico M. Mangaliman
12. Jethro M. Nocom
13. Jessalyn Anne M. Linsangan
14. Lorena L. Inlong
15. Rosalie Joy G. Trinidad
16. Ethel Joyce T. Bartolome
17. Dr. Jennifer M. Alip
18. Gemma Teresa P. Cabreros, EdD
19. Abraham S. Tria
20. Francisco B. Bautista
21. Menandro S. Reyes
22. Jane D. Robles
23. Aurea P. Galaboc

This letter also serves as authority to travel of participants.

Please be guided accordingly.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

FS2/FS24
June 30, 2025