



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

JUL 04 2025

DIVISION LETTER

No. 085 s. 2025

To: Assistant Schools Division Superintendent
Executive Committee Members
HRMO
All IU's School Principal
PESPA Preseident
BOPSA Preseident
BAPSASULEA President
PSSHDAB President
PSDS President
BPSTEA President
NEU 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. 16, s. 2025 titled "Implementing Guidelines on the Processing and Utilization of Medical Assistance for Teaching and Non-Teaching Personnel", this Office will conduct a face to face meeting on July 7, 2025, 9:30 AM onwards at SDO Bataan, Bulwagan ng mga Bayani at Banal, Abucay, Bataan, to ensure proper implementation and compliance with the said issuances.

The agenda of the Meeting are the following:

1. Eligibility and Coverage of Medical Allowance
2. Selection and Procurement of Health Maintenance Organization (HMO)
3. Funding Source and Disbursement Procedure
4. Roles and Responsibilities of Human Resource Management Office
5. Other Matters

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. Penaflor, 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
11. Nico M. Mangaliman



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| 12. Jethro M. Nocom | |
| 13. Lorena L. Inlong | |
| 14. Rosalie Joy G. Trinidad | |
| 15. Ethel Joyce T. Bartolome | |
| 16. Dr. Jennifer M. Alip | |
| 17. Gemma Teresa P. Cabreros, EdD | - BOPPSA Pres |
| 18. Abraham S. Tria | - NEU Representative |
| 19. Francisco B. Bautista | - PSDS President |
| 20. Menandro S. Reyes | - PSSHDAB Pres |
| 21. Jane D. Robles | - PESPA Pres |
| 22. Aurea P. Galaboc | - BPSTE A Pres |
| 23. Aida C. Capili | - Luakan National High School |
| 24. Omar G. Magkalas | - J. C. Payumo Memorial High School |
| 25. Ara Velasco | - Magsaysay National High School |
| 26. Edgardo Jesus Basa II | - Pagalanggang National High School |
| 27. Arceli Servera | - Hermosa National High School |
| 28. Arlene Matilde | - Balsik National High School |
| 29. Gleceria Mateo | - Orani National High School |
| 30. Felisa Bravo | - Samal National High School |
| 31. Reynaldo Visda | - B. Camacho National High School |
| 32. Myrna Castillo | - P. Roman National High School |
| 33. Jennifer Dominguez | - JEAGMHS |
| 34. Cesar Valenzuela | - Bataan School of Fisheries |
| 35. Frederick Simbol | - Limay National High School |
| 36. John Quiroz | - Lamao National High School |
| 37. Ludivina Omania | - MNHS- Cabcabén |
| 38. Marijoy Mendoza | - MNHS- Poblacion |
| 39. Dave Basto | - E. C. Bernabe National High School |
| 40. Gemma Teresa P. Cabreros | - Morong National High School |

This letter shall also serve as the Travel Authority of the identified participants

Please be guided accordingly.


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

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