



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division
Superintendent**


DIVISION MEMORANDUM

No. 720 , s. 2021

**DISSEMINATION OF THE IEC MATERIAL TITLED COVID-19 ASSISTANCE TO
DEPED PERSONNEL**

To: Assistant Schools Division Superintendents
Chiefs, CID and SGOD
Public Schools District Supervisors / District-In-Charge
All Others Concerned

1. In reference to Regional Memorandum No. 0807, s. 2021 entitled **Dissemination of the IEC Material Titled COVID-19 Assistance to DepEd Personnel**, the well-being of all DepEd personnel is of utmost importance during the pandemic.
2. As such, the DepEd Task Force for COVID-19 issued IEC material on COVID-19 Assistance to DepEd Personnel, which covers information on the benefits and assistance provided by DepEd and other government agencies.
3. Attached is the copy of the said Memorandum for your reference.
4. For your information and dissemination


SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

9/17/2021

SPP/JMA-MKP-NLR /SGOD /RBP/jrg
September 15, 2021

17 SEP 2021



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

SEP 15 2021

REGIONAL MEMORANDUM

No. **0807**, s. 2021

**DISSEMINATION OF THE IEC MATERIAL ENTITLED "COVID-19 ASSISTANCE TO
DEPED PERSONNEL"**

To: Schools Division Superintendents
Regional and Division DRRM Coordinators
School Heads
All Others Concerned

1. In line with the efforts of the Department of Education (DepEd) in prioritizing the wellbeing of its personnel during the pandemic, the DepEd Task Force COVID-19 (DTFC) hereby issues the IEC material entitled "COVID-19 Assistance to DepEd Personnel. This material covers important information on the benefits and assistance provided by DepEd and other government agencies.
2. In view thereof, Division DRRM Coordinators are requested to disseminate this IEC material to our DepEd Teaching and Non-teaching personnel within your respective area of responsibility.
3. For the details and clarifications, refer to the Annex A, or contact Mr. Ranilo L. Edar through his mobile no. 09287941159.
4. Immediate dissemination of this Memorandum is desired.


SALUSTIANO T. JIMENEZ JD, EdD, CESO V
Director IV
Regional Director



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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

DepEd Task Force COVID-19
MEMORANDUM No. 508
10 September 2021


For: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors and BARMM Education Minister
Schools Division Superintendents
School Heads
All Others Concerned

Subject: DISSEMINATION OF THE IEC MATERIAL TITLED
"COVID-19 ASSISTANCE TO DEPED PERSONNEL"

In line with the efforts of the Department of Education (DepEd) in prioritizing the wellbeing of its personnel during the pandemic, the DepEd Task Force COVID-19 (DTFC) hereby issues the IEC material titled *COVID-19 Assistance to DepEd Personnel*. This material covers important information on the benefits and assistance provided by DepEd and other government agencies. Kindly refer to Annex A for more details.

For more information, questions or concerns on the abovementioned subject, kindly contact the DTFC through the Disaster Risk Reduction and Management Service (DRRMS) at (02) 8637 7933 or email at drmo@deped.gov.ph.

For immediate dissemination.



ALAIN DEL B. PASCUA
Undersecretary
Chairperson, DepEd Task Force COVID-19



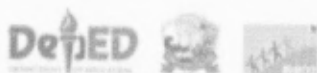
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Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS),
Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support
Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

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COVID-19 Assistance to DepEd Personnel

In times of pandemic, we are one. COVID-19 assistance is given to all officials and employees of the Department of Education.



Financial Assistance to DepEd Personnel

D.O. 75, s. 2008 was issued to provide financial assistance in case of untimely and sudden death due to accident or illness, of an official or employee while in the performance of his/her official functions such as participation in meetings, conferences, seminars, workshops, and other DepEd activities.

- All DepEd officials and employees, regardless of employment status, who meet accidental death or illness while in the performance of his/her functions are entitled to Php 50,000.00.

Source: D.O. 75, s. 2008

Employees Compensation Program

The ECP provides a package of benefits for public and private sector employees and their dependents in the event of work-connected contingencies such as sickness, injury, disability or death.

The following are the benefits under ECP for COVID-19:

- Medical Benefits - This includes hospitalization expense, professional fees and medicine reimbursement.
- Death and Funeral Benefit - ECP provides an amount of Php 30,000.00 for funeral benefit apart from GSIS funeral benefit.

Here are the requirements needed:

- Accomplished BC sickness/disability form;
- Certificate of Employment;
- Medical Abstract/Complaints;
- Finality Laboratory (NT, PCR) Test Result.

ECP benefits can be filed either by the employee or the employer. You can file the request through the nearest GSIS branch.

Source: <https://ecp.gsis.gov.ph/>

PhilHealth Benefits Coverage for COVID-19

PhilHealth implements the National Health Insurance Program that aims to provide Filipinos with financial assistance and access to affordable health services. It covers hospital costs, subsidy for room and boarding, medicine, and professional services.

All PhilHealth members are entitled to the health package. The following are some of the PhilHealth COVID-19 health packages:

- COVID-19 Isolation Benefit Package - Intended for symptomatic cases of probable and confirmed COVID-19 - discharge - amount - 11,000.00 per PhilHealth Circular 2020-00179
- Emergency Isolation Package for COVID-19 - Php 14,000.00 is given to patients placed under observation for suspected COVID-19 based on PhilHealth Circular 2020-0018
- Referral Package - Php 4,000.00 is provided to patients from Level 1 hospitals capable of performing quarantine procedures and manage infectious diseases.
- Pneumonia Package - Covering from mild, moderate, severe and critical pneumonia cases.
- Testing Package - Covering expenses on testing from Php 300 - Php 1,400

Source: <https://health.philhealth.gov.ph/>

Other DepEd COVID-19 Assistance

- DepEd Order No. 11 s. 2020 on Alternative Work Arrangement
- Adoption of WFH, stagger work arrangement
- COVID Treatment Leave, Quarantine Leave

- Increase in Cash Allowance from 2,000 - 3,000
- mealting supplies
- communication and internet expenses
- medical costs

- Issuing of Contact Support Allow (D.O. 32, s. 2014)
- Closing the schools and/or unschooling for the learning delivery of individual classes
- Resolving assistance to the teacher (and learner) in the Same Address
- Monitoring and tracking learning progress

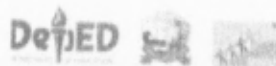
Reference: DepEd Order No. 11 s. 2020
DepEd Order No. 32 s. 2014

Assistance of HRMO to affected COVID-19 DepEd Officials and Personnel

All Human Resource Management Officers (HRMOs) of the Department are hereby directed to exercise the following with strict observance of the social distancing measures and minimum public health standards imposed by the national and respective local governments:

- Render prompt assistance to personnel who need to process their respective claims with PhilHealth, Government Service Insurance System (GSIS), Pag-IBIG and other transactions related thereto;
- Coordinate with the concerned agencies and functional divisions/units to provide in advance the documentary requirements for the processing of claims (i.e. PhilHealth Requirements (1) Member Data Record (MDR), (2) Completion of weekly contribution from Accounting Section/Unit, and (3) PhilHealth Claim Signature Form to be prepared by HRMO);
- Adopt referral mechanisms to fast-track processes that will enable our personnel to undergo COVID-19 testing, isolation, and hospitalization for those who might get afflicted with the virus;
- Together with the respective DRRM teams, coordinate with the accredited facilities near the officials/employees for faster response in case management. Please refer to these links or check updated links on the list of accredited facilities from DRRM and PhilHealth at: List of Accredited Testing Laboratories: <https://hrb.philhealth.gov.ph/> List of Accredited Community Isolation Units: <https://hrb.philhealth.gov.ph/CSIU/06/02/0201>
- Actively participate in programs and activities aimed at increasing employee awareness on the prevention and management of the widespread of COVID-19.

Source: Dep-RRMO-2020-002



COVID-19 Assistance to DepEd Personnel

As of pandemic, we are one. COVID-19 relief is given to all officials and employees Department of Education.



Financial Assistance to DepEd Personnel

D.O. 25 s. 2008 was issued to provide financial assistance in case of untimely and sudden death due to accident or illness of an official or employee while in the performance of his/her official functions such as participation in meetings, conferences, seminars, workshops, and other DepEd activities.

- All DepEd officials and employees, regardless of employment status, who meet accidental death or illness while in the performance of his/her functions are entitled to Php 32,000.00.



Source: D.O. 25 s. 2008

Employees Compensation Program

The ECP provides a package of benefits for public and private sector employees and their dependents in the event of work-connected contingencies such as sickness, injury, disability or death.

The following are the benefits under ECP for COVID-19:

- Medical benefits - This includes hospitalization expenses, professional fees and medicine reimbursement.
- Death and Funeral benefits - ECP provides an amount of Php 30,000.00 for funeral benefits upon from OCS funeral benefit.

Here are the requirements needed:

- Accredited EC or Beneficiary forms
- Certificate of Employment
- Medical Abstract Certificate
- Positive Laboratory (RT-PCR) Test Result

ECP benefits can be filed either by the employee or the employer. You can file the request through the nearest OCS branch.



Source: <https://www.gcg.gov.ph/>

PhilHealth Benefits Coverage for COVID-19

PhilHealth implements the National Health Insurance Program that aims to provide Filipinos with financial assistance and access to affordable health services. It covers hospital costs, subsidy for room and boarding, medicine, and professional services.

All PhilHealth members are entitled to this health package. The following are some of the PhilHealth COVID-19 health packages:

- COVID-19 Superior Benefit Package - Intended for intensive care of patients and treatment (COVID-19) involving severe complications per PhilHealth Circular 2020-0009.
- Community Inpatient Package for COVID-19 - Php 16,000.00 is given at private placed under observation for suspected COVID-19 based on PhilHealth Circular 2020-0005.
- Admitted Package - Php 4,000.00 is provided to patients from Local Hospitals capable of performing quarantine procedures and manage infectious diseases.
- Paracetamol Package - Covering from mild, moderate, severe and critical pneumonia cases.
- Testing Package - Covering expense on swab tests. Php 700 - Php 1,400.



Source: <https://www.gcg.gov.ph/>

Other DepEd COVID-19 Assistance

- DepEd Order No. 27 s. 2020 on Alternative Work Arrangement
- Adoption of WFH/shift work arrangement
- COVID-19 Response Relief Quantitative Form
- Increase in Cash Allowance from 3,000 - 4,000
- Traveling expense
- Communication and internet expense
- Medical cases
- Hiring of Gateway Support Aides (D.O. 22 s. 2020)
- Granting the teachers and/or franchisee for the learning delivery of modules classes
- Providing assistance to the teacher (paid leave) in the lesson delivery
- Monitoring and tracking teachers' progress



Source: DepEd Order No. 27 s. 2020
DepEd Order No. 12 s. 2020

Assistance of HRMO to affected COVID-19 DepEd Officials and Personnel

All Human Resource Management Officers (HRMO) of the Department are hereby directed to ensure the following, with strict observance of the social distancing measures and minimum public health standards imposed by the national and respective local governments:

- Render prompt assistance to personnel who need to process their respective claims with PhilHealth, Government Service Insurance System (GSIS), Pag-IBIG and other transactions related thereto.
- Coordinate with the concerned agencies and financial institutions to provide or advance the documentary requirements for the processing of claims (i.e. PhilHealth requirements (1) Member Case Record (MCR), (2) Confirmation of monthly contributions from Accounting, Bureau/Unit, and (3) PhilHealth Claim Application Form to be prepared by HRMO).
- Adopt referral mechanisms to find work processes that will utilize our personnel to undergo COVID-19 testing, isolation, and hospitalizations for those who might get official with the virus.
- Together with the respective DARM teams, coordinate with the accredited facilities near the affected school/branching for faster response in case management. Please refer to these links or check updated links on the list of accredited facilities from DARM and PhilHealth: a) List of Accredited Testing Laboratories: <https://hrm.doe.gov.ph/2020/05/20/2020-05-20-01> b) List of Accredited Community Isolation Units: <https://hrm.doe.gov.ph/2020/05/20/2020-05-20-02>
- Actively participate in programs and activities aimed at increasing employee awareness on the prevention and management of the widespread of COVID-19.



Source: DepEd HRMO 2020-0004