



Republic of the Philippines
Department of Education
Region VII – Central Visayas
Schools Division of CEBU PROVINCE

Office of the Schools Division
Superintendent

DIVISION MEMORANDUM

No. *390*, s. 2021

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

To: Division DRRM Coordinators
School Heads
All Other 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.


MARILYN S. ANDALES EdD, CESO V
Schools Division Superintendent



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Department of Education
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No. , s. 2021

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

To: Division DRRM Coordinators
School Heads
All Others Concerned

1. Attached herewith is Regional Memorandum No. 0807, s 2021 dated September 15, 2021 entitled *"Dissemination of the IEC material entitled "COVID-19 Assistance to DepEd personnel"*
2. Kindly refer to the attached documents for further details.
2. Immediate dissemination of this Memorandum is desired.

MARILYN S. ANDALES EdD, CESO V
Schools Division Superintendent 



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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

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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.

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

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COVID-19

Assistance to DepEd Personnel

As of pandemic, we are one, COVID-19 assistance 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 incidental death or illness while in the performance of his/her function are entitled to Php 50,000.00.

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 machine reimbursement
- Death and funeral benefits - ECP provides an amount of Php 30,000.00 for funeral benefit apart from LSN funeral benefit.
- There are the requirements needed:
 - Accompanied by sickness certificate
 - Certificate of Employment
 - Medical 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 CEN branch.

Source: <https://www.ecp.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 Inpatient Benefit Package: intended for inpatient care of probable and confirmed COVID-19 developing severe illness/symptoms per PhilHealth Circular 2020-0009
- Community Isolation Package for COVID-19: Php 14,000.00 is given to patients placed under home quarantine for suspected COVID-19 based on PhilHealth Circular 2020-0018
- Isolation Package: Php 4,000.00 is provided to patients from Level 1 hospitals capable of performing quarantine procedures and making infectious diseases.
- Personnel Package: covering from mild, moderate, and severe symptoms
- Testing Package: covering expenses on testing from Php 901 - Php 3,409

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

Other DepEd COVID-19 Assistance

- DepEd Order No. 11, s. 2020 on Alternative Work Arrangement
- Adoption of WFH, telework, work management
- COVID Treatment Leave/Quarantine Leave
- Increases in Cash Allowance from 3,000 - 5,000
- Teaching stipend
- Communication and internet expenses
- Medical team
- Hiring of Learner Support Aides (D.O. 32, s. 2020) of modalities chosen
- Academic assistance to the teacher (and learner) in the home delivery
- Monitoring and tracking inventory practices

Source: DepEd Order No. 11 s. 2020
Build Order No. 33 s. 2020

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 departments to provide in advance the documentary requirements for the processing of claims, (i.e. PhilHealth Requirements, (3) Member Data Record (MDR), (3) Certification of monthly contributions from Accounting, Social Unit, and (1) PhilHealth Claim Signature form to be prepared by HRMOs)
- Adopt referral mechanisms to fast track process that will enable our personnel to undergo COVID-19 testing, isolation, and hospitalization for those who might get affected with the virus.
- Log-on with the respective HRMA issues, coordinate with the accredited facilities near the offices/branches for basic expense claims management. Plans who have links in check updated links on the list of Accredited Facilities from DOW and PhilHealth. a) List of Accredited Testing Laboratories: <https://bit.ly/30b51t4> b) List of Accredited Community Location: <https://bit.ly/30b51t4> c) List of Accredited Community Location: <https://bit.ly/30b51t4>
- Actively participate in programs and activities aimed at increasing employee awareness on the prevention and management of the widespread of COVID-19

Source: DOW HRMO 2020 05796