



Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF BIÑAN CITY

DEPARTMENT OF EDUCATION  
Schools Division of Biñan City  
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DIVISION MEMORANDUM  
No. 375, s. 2021

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

To : Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
All School Heads  
All Others Concerned

1. Pursuant to **DepEd Task Force COVID-19 Memorandum no. 508 s. 2021**, this Office through School Health Section of the School Governance and Operations Division informs all personnel on the benefits and assistance provided by DepEd and other government agencies.
2. Disseminate the issued IEC material titled "*Covid-19 Assistance to Deped Personnel.*"
3. Enclosed is the memorandum and IEC material.
4. For more information, questions or concerns, kindly contact **Dr. Leila Bondoc, Medical Officer III** through [leila.bondoc@deped.gov.ph](mailto:leila.bondoc@deped.gov.ph) or 511-4191
5. Immediate dissemination of this Memorandum is desired.

*[Signature]*  
**EDNA FAURA AGUSTIN**

Schools Division Superintendent *[Signature]*

Encl: As stated  
Reference:

OSDS/ICT / DM-title of Issuance  
2006 / 09/16/2021



Address: P. Burgos St. Brgy. Sto. Domingo, Biñan City Laguna  
Website: [depedbinancity.com.ph](http://depedbinancity.com.ph)  
Email: [deped.binancity@deped.gov.ph](mailto:deped.binancity@deped.gov.ph)  
Telephone no: 511-4143/ 511-8620/ 511-4191/ 511-8746





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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](mailto: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)]

Department of Education, Central Office, Meralco Avenue, Pasig City  
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207  
Email: [usec.admin@deped.gov.ph](mailto:usec.admin@deped.gov.ph); Facebook/Twitter @depedtayo

# 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. 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 50,000.00.



Source: DO 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 benefit apart from GSIS funeral benefit.

Here are the requirements needed:

- Accomplished EC sickness/disability 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 GSIS branch.



Source: <https://icrs.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 Inpatient Benefit Package – Intended for inpatient care of probable and confirmed COVID-19 developing severe illness/outcomes per PhilHealth Circular 2020-0009
- Community 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 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, skeleton work arrangement
  - COVID Treatment Leave; Quarantine Leave
- Increase in Cash Allowance from 3,500- 5,000
  - teaching supplies
  - communication and internet expenses
  - medical exam
- Hiring of Learner Support Aides (D.O. 32, s. 2020)
  - Guiding the learners and/or household for the learning delivery of modalities chosen
  - Rendering assistance to the teacher (and learner) in the lesson delivery
  - Monitoring and tracking learners' progress



Sources: DepEd Order No. 11 s 2020  
DepEd Order No. 32 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 divisions/units to provide in advance the documentary requirements for the processing of claims: (i.e. PhilHealth Requirements: (1) Member Data Record (MDR), (2) Certification of monthly contributions from Accounting Section/Unit, and (3) PhilHealth Claim Signature Form to be prepared by HRMOs)
- 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 office/school/barangay for faster response in case management. Please refer to these links or check updated links on the list of accredited facilities from DOH and PhilHealth: a) List of Accredited Testing Laboratories: <https://bit.ly/30lwLOL> b) List of Accredited Community Isolation Units: <https://bit.ly/philhealthcovidCIU06302020>
- Actively participate in programs and activities aimed at increasing employee awareness on the prevention and management of the widespread of COVID-19



Source: DM-PHROD-2020-00265