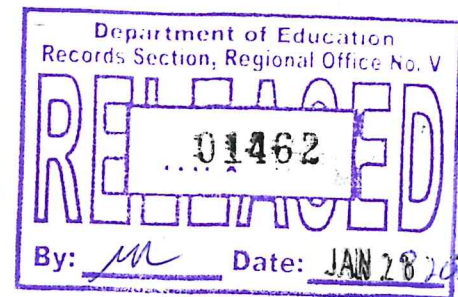




Republic of the Philippines
Department of Education
REGION V - BICOL



26 January 2026

REGIONAL MEMORANDUM

No. 00135, s. 2026

GUIDELINES FOR THE 5TH REGIONAL KAPIT-BISIG AWARDS 2026

To : Assistant Regional Director
Schools Division Superintendents
School Heads of Implementing Units/FAS
All Others Concerned

1. As this Office continues to achieve significant increases along with the GSIS remittance rate in 2025, this Office and GSIS once again lay down the criteria for the **5th Regional Kapit-Bisig Awards 2026** recognizing performing Schools Division Office (SDO), Implementing Units (IU) including the Regional Office V in its pursuit to achieve **100%** remittance rate.

2. The objectives of this endeavor are:

- a. Ensure that deductions and remittance rate of the Schools Division Offices (SDOs), Implementing Units (IUs), and Fiscal Autonomous Schools (FAS) are appropriately monitored and the same is complaint with the threshold set by the GSIS;
- b. Motivate AAOs and ERF Handlers to aim for above the threshold remittance rate by maximizing the utilization of EBSCS;
- c. Recognize the SDOs/IUs/FAS with consistent increasing remittance rates per GSIS Collection Efficiency Rate;
- d. Initiate controls to avoid recurring variances; and
- e. Provide assistance to SDOs/IUs/FAS with a low remittance rate.

3. The specific guidelines are the following:

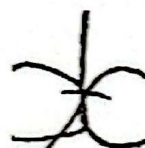
- a. It will cover transactions from **November 2025 to October 2026**;
- b. All AAOs and ERF Handlers within the region are automatically considered candidates for the said awards;
- c. GSIS will set the cut-off percentage of those who are entitled to the award;
- d. During the awarding ceremony come December 2026 (the specific date and venue will be announced later), the Schools Division Superintendents, School Heads of IUs and FAS of the awardees are advised to be present; and



Address: Regional Center Site, Rawis, Legazpi City, 4500
Telephone Nos.: 0969 516 9555
Email Address: region5@deped.gov.ph
Website: <https://region5.deped.gov.ph/>



4. Included in this recognition are those SDOs, FAS, and IUs with lower Unpaid Premiums Receivables (UPRs).
5. Please see Enclosure as a reference for the Criteria for the 5th Regional Kapit Bisig Awards 2026.
6. Attendance to the said activity is on Official Business.
7. For information, guidance and compliance.



GILBERT T.SADSAD
Regional Director

AD-PSU/sdjvii/ras
1/26/2026


To : Assistant Schools Division Superintendent
School Heads, Implementing Units
Authorized Approving Officers (AAO)
All others concerned

For information, guidance and compliance.

By Authority of the OIC-SDS:

DELFIN A. BONDAD
Assistant Schools Division Superintendent
Officer-In-Charge

JAN 29 2026

DepEd-Division of Catanduanes	
RECORDS SECTION	
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BY: 	No. 070
DATE: Jan 26	TIME: 4:57

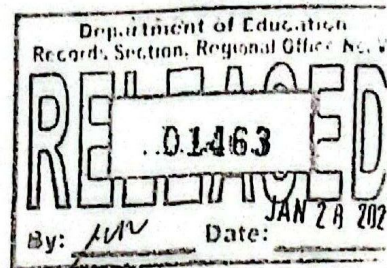
CRITERIA FOR THE 5TH REGIONAL KAPIT-BISIG AWARDS 2026

Commitment/Deliverables	Success Indicators	Timeliness	Weight (%)	Validation
1. Compliance with EBCS Threshold (Premiums)	100%	Monthly	10%	GSIS Collection Efficiency Report
2. Compliance with EBCS Threshold (Loans)	100%	Monthly	15%	GSIS Collection Efficiency Report
3. Prompt Remittance to GSIS (Premiums and Loans)	100%	On or before the 10 th of the following month	10%	Issued Official Receipt
4. Uploading of ERF in EBCS	100%	On or before the 15 th day of the month	10%	EBCS Report
5. Action taken on RBIs with complete documents	100%	Monthly	10%	Submitted ARA to Membership Coordinator with no AAO adverse findings/recommendation tagged as not complied
6. AAO Action on Loans Application	100%	Within 7 days from the date of application	10%	No record of unacted loan application
7. Information Dissemination of GSIS updates for members	Informed employees thru any of the following: email, bulletin board, announcement, etc.	Within 3 days receipt of Advisory from GSIS	5%	Proof of dissemination submitted by Agency
8. Updating of Control Details	100%	Monthly	5%	GSIS extracted contact detail updating
9. Promptness and completeness of submitted ARA form to GSIS	100%	Monthly	5%	Successful ARA submission in WEBMSP
10. Loan Arrearages –GFAL	100%	End of October 2025	5%	Reduction of Past-due loan accounts on GFAL

11. Loan Arrearages – MPL	100%	End of October 2025	5%	Reduction of Past-due accounts on Multi-purpose Loan (MPL)
12. Loan Arrearages – CPL	100%	End of October 2025	5%	Reduction of Past-due loan accounts on Computer Loan (CPL)
13. Other Loans	100%	End of November 2025	5%	
			100%	



Republic of the Philippines
Department of Education
REGION V - BICOL



26 January 2026

REGIONAL MEMORANDUM

No. _____, s. 2026

00136

GUIDELINES FOR THE 3RD REGIONAL PAG-IBIG AWARDS 2026 TOP PERFORMING AGENCIES AND AUTHORIZED APPROVING OFFICERS (AAO)

To : Assistant Regional Director
Schools Division Superintendents
School Heads, Implementing Units/FAS
All Others Concerned

1. The **3rd Regional Pag-IBIG Awards 2026 for Top Performing Agencies and Authorized Approving Officers (AAO)** is instituted to recognize and honor the outstanding commitment, efficiency, and dedication of partner agencies and Authorized Approving Officers (AAO) in the effective implementation of the Pag-IBIG Fund programs.
2. These awards aim to acknowledge exemplary performance that significantly contributes to the timely processing, accurate remittance, and overall enhancement of services for Pag-IBIG Fund members.
3. Through these Guidelines, the Pag-IBIG Fund seeks to establish clear criteria, processes, and standards for the selection of awardees, ensuring transparency, fairness, and consistency in the evaluation. Ultimately, this recognition program serves not only to commend excellence but also to inspire continuous improvement, strengthen partnerships, and reinforce the shared responsibility of delivering responsive and quality service to members across the region.
4. The specific guidelines are the following:
 - a. It will cover transactions from **January 2026 to November 2026**;
 - b. All AAOs within the region are automatically considered candidates for the said awards;
 - c. Pag-IBIG will set the cut-off percentage of those who are entitled to the award;
 - d. During the awarding ceremony, which will take place in **December 2026** (the specific date and venue will be announced on a separate advisory), the Schools Division Superintendents, School Heads of IUs and FAS of the awardees are advised to be present; and
 - e. Attendance at the said activity is on Official Business.



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