



Republic of the Philippines  
Department of Education  
Region X  
DIVISION OF EL SALVADOR CITY



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**DIVISION MEMORANDUM**

No. 060, s. 2019

To: **PUBLIC ELEMENTARY SCHOOL HEADS  
PUBLIC SECONDARY SCHOOL HEADS**

From: **JESNAR DEMS S. TORRES, Ph.D., CESE**  
OIC-Schools Division Superintendent ✓

Subject: **Availment of PhilHEALTH Benefits**

Date: **March 4, 2019**

1. The field is hereby informed that while DepED and PhilHEALTH are still in the process of reconciling DepED employees' records with PhilHEALTH, employees who wish to avail themselves of the PhilHEALTH benefits must attach the Claim Signature Form (CSF) to be signed by the Employer/Authorized Officer, in addition to the usual PhilHEALTH form.
2. PhilHEALTH forms are available in the Division Website under Downloadable Forms.
3. For information, guidance and compliance.

Copies Furnished:  
Person Concerned  
Records Section- Memo

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**Tayo**  
PARA SA  
EDUKASYON