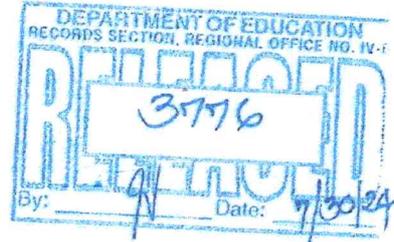


JUL 30 2024



RECEIVED

Republic of the Philippines
Department of Education
MIMAROPA REGION

Office of the Regional Director

MEMORANDUM

ASD-2024-062

TO : REGIONAL OFFICE EMPLOYEES
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : *Nepu*
NICOLAS T. CAPULONG, PhD, CESO III
Director IV
Regional Director

SUBJECT : **GSIS GROUP PERSONAL ACCIDENT INSURANCE (GSIS-GPAI)**

DATE : July 29, 2024

1. Relative to Memorandum OUF-2024-0549 dated July 16, 2024, DepEd Regional Office MIMAROPA reiterates the policy relative to GSIS Group Personal Accident Insurance for all DepEd Personnel who are involved in work and non-work-related accidents.
2. Kindly refer to the attached document for the complete details of the forenamed policy for your information and guidance.
3. For dissemination and compliance.



Republic of the Philippines
Department of Education
 Office of the Undersecretary for Finance

RECEIVED
 JUL 26 2024

MEMORANDUM
OUF-2024-0549
 July 16, 2024

BY:

TO : REGIONAL DIRECTORS
 DIRECTOR IV, BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT
 DIRECTOR IV, INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE
 SCHOOLS DIVISION SUPERINTENDENTS
 SCHOOL HEADS
 ALL OTHERS CONCERNED

FROM : *Annalyn M. Sevilla*
 ANNALYN M. SEVILLA
 Undersecretary

SUBJECT : **GSIS GROUP PERSONAL ACCIDENT INSURANCE (GSIS-GPAI)**

This is to reiterate that DepEd personnel who are involved in work and non-work-related accidents may file a claim under the Government Service Insurance System (GSIS) Group Personal Accident Insurance (GPAI) policy.

Under the GSIS-GPAI, DepEd personnel can claim for accidental death or dismemberment of up to Php100,000.00. GPAI also offers medical reimbursement feature for accident-related injuries of up to Php30,000.00.

The said policy includes injuries sustained in accidents encountered by covered DepEd personnel both locally and internationally, whether work-related or not. Furthermore, 100% of the principal sum will be received by the beneficiaries of the DepEd personnel in case of unprovoked murder or assault.

Claims must be reported to nonmotorclaims@gsis.gov.ph which includes the complete contact details of the claimant/victim, including email address, landline or phone number, contact person, and mailing address. The claim should be filed within 120 days of the date of the accident. Attached as Annex A are the required documents to be submitted in filing claims.

For dissemination and compliance.

Copy Furnished:

- 1. **Wilfredo E. Cabral**
Undersecretary for Human Resource and Organizational Development
- 2. **Francis Cesar B. Bringas**
Assistant Secretary for Operations

JUL 28 2024
 2:00

ANNEX A

GOVERNMENT SERVICE INSURANCE SYSTEM - GROUP PERSONAL ACCIDENT INSURANCE (GSIS GPAI)

COVERAGE: From October 05, 2023 to October 04, 2024

REQUIREMENTS:

MEDICAL REIMBURSEMENT CLAIM

1. **Original** Endorsement of Claim by the Office of the Insured Person to GSIS
2. **Original** Medical Certificate
3. **Original** Official Receipts for medical expenses incurred
4. **Original** Doctor's Prescription (for over the counter medicines)
5. Photos of bodily injuries
6. Vaccination Schedule (if injury caused by Animal Bite /Scratch)
7. Statement of Account (if hospitalized)
8. Hospital Records (Clinical Abstract, Laboratory, X-Ray, CT Scan Results)
9. **For Vehicular Accident: Original** Police Report or **Originally Signed CTC** of the Police Report

For Non-Vehicular Accident:

- **Original** Affidavit on the Circumstances of the Accident (**Notarized**) *with attached photocopy of valid ID w/ signature & picture*
- **Original** Affidavit of Two Disinterested Witness (**Notarized**) *with attached photocopy of valid ID w/ signature & picture*

ACCIDENTAL DEATH/DISEMBEUREMENT

1. **Original** Endorsement of Claim to GSIS by Head of Office of the Insured Person
2. **Original** PSA Death Certificate
3. **Original** Certificate of Employment prior to death w/ Service Record
4. **Original** or CTC of Police/Traffic Investigation Report
5. Photos of bodily injury/incident
6. Statement of account (if hospitalized)
7. Hospital Records (Clinical Abstract, Laboratory, X-ray, CT Scan Results)
8. Autopsy Report, if any
9. **Original** Certificate of Legal Heirs from the assured's Human Resources Dept.
10. **If the deceased is married:**
 - **Original** PSA Marriage Certificate
 - **Original** PSA Birth Certificate of Children
 - For minor children: **Original** Affidavit of Guardianship
11. **If the deceased is single :**
 - **Original** PSA Birth Certificate of Insured
 - **Original** PSA Marriage Certificate of Parents
12. Extrajudicial Affidavit & Waiver of Rights, if applicable