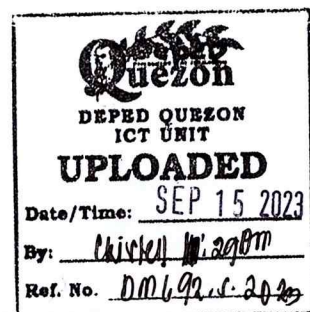




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



14 September 2023

**DIVISION MEMORANDUM**

DM No. 692, s. 2023

**GOVERNMENT SERVICE INSURANCE SYSTEM (GSIS) SERVICE CARAVAN  
FOR UMID CARD ENROLLMENT**

**To:** Assistant Schools Division Superintendents,  
Division Chiefs,  
Education Program Supervisors and Specialists,  
Unit/Section Heads,  
Public Schools District Supervisors,  
Elementary and Secondary School Heads/TICs/OICs,  
All Others Concerned

1. In connection with the letter from the GSIS-Lucena Branch dated September 5, 2023, this Office encourages all DepEd Teaching and Non-teaching personnel who are already registered in the GSIS membership database to enroll in the UMID card facility.
2. The UMID Card Enrollment Service Caravan shall be held in the areas and on the schedule stated in the attached letter.
3. The UMID Card serves as an identification and ATM card where loans and claims are credited.
4. Immediate dissemination of this Memorandum is earnestly desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

Adm09/14/2023

DEPEDQUEZON-TM-SDS-04-009-003



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Email Address: quezon@deped.gov.ph  
Website: www.depedquezon.com.ph



# GSIS Government Service Insurance System

Lucena BO, GSIS Bldg, Maharlika Highway, Brgy. Isabang, Lucena City 4301

September 5, 2023

**Dr. ROMMEL C. BAUTISTA, CESO V**  
Superintendent  
Schools Division of Quezon  
Sitio Fori Brgy Talipan  
Pagbilao, Quezon



Dear Dr. Bautista,

We would like to inform you that One Thousand Five Hundred (1,500) personnel from your Agency who were already in the GSIS membership database and were accordingly issued Business Partner (BP) Numbers, **have not yet enrolled in the UMID Card facility.**

The GSIS eCard serves as an identification and ATM card where loans and claim proceeds are ecredited.

In this regard, we would like to request your mediation to advise the GSIS members (names in the attached list) to enroll in the GSIS UMID facility.

In pursue of this endeavor, we will conduct Service Caravans in the following areas:

DATE	PLACE OF SERVICE CARAVAN
SEPT 12 2023	MGO REAL
SEPT 13 2023	MGO CANDELARIA
SEPT 14 2023	MGO MULANAY
SEPT 15 2023	MACALELON / GEN LUNA
SEPT 18 2023	MGO SAN FRANCISCO
SEPT 19 2023	MGO CATANAUAN
SEPT 20 2023	MGO BUENAVISTA
SEPT 21 2023	MGO SAN ANDRES / MGO SAN NARCISO
SEPT 22 2023	MGO MAUBAN
SEPT 26 2023	MGO ALABAT
SEPT 27 2023	SAN ANTONIO/DOLORES

May we further inform you that GSIS Lucena is open every Saturday for UMID Enrolment and card release. We also have regular monthly Service Desks in the following municipalities where they can proceed for enrolment.

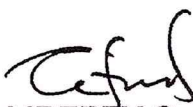
- |                   |  |
|-------------------|--|
| 1. MGO Gumaca -   | every 1 <sup>st</sup> Tuesday of the Month |
| 2. MGO Real -     | every 2 <sup>nd</sup> Tuesday of the Month |
| 3. MGO Catanauan- | every 3 <sup>rd</sup> Tuesday of the Month |
| 4. MGO Alabat -   | every 4 <sup>th</sup> Tuesday of the Month |

To enroll, they must bring the following:

1. Photocopies of two (2) of valid government-issued IDs, two (2) copies each
2. Original IDs (to be presented)

Thank you and your usual support and cooperation are very much appreciated.

Very truly yours,

  
**MA LIBERTY C. ABANILLA**  
Branch Manager

*gr*