



Republic of the Philippines

## Department of Education

Region V

### SCHOOLS DIVISION OF SORSOGON

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#### OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

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#### MEMORANDUM

**TO : Asst. Schools Division Superintendent  
Chief Education Supervisors, SGOD and CID  
Education Program Supervisors  
PSDSS and OIC-PSDSS  
Teaching and Non-Teaching Personnel  
SDO Proper Personnel**

*DR*

**FROM : JOSE L. DONCILLO, CESO V  
Schools Division Superintendent**

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**SUBJECT : CONDUCT OF ONLINE ORIENTATION FOR DEPED  
PERSONNEL WHO AVAILED GROUP PROCUREMENT FOR  
MEDICAL ALLOWANCE**

**DATE : February 3, 2026**

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1. Integrated Management Services Inc. (IMS), the HMO provider for SDO Sorsogon Province has initially conducted an orientation last January 19, 2026 during the Division MANCOM.
2. The physical HMO Cards were also distributed during the MANCOM. However, there are several School Heads were not able to claim the Physical Cards during the meeting. School Heads who were not able to receive the Physical Cards are advised to coordinate with the Supply Unit of SDO Sorsogon Province.
3. As apart of the commitment of the Service Provider of HMO, a virtual orientation will be conducted on February 6, 2026, Friday. Teaching and Non-Teaching Personnel who have chosen group availment are hereby enjoined to attend the virtual orientation through the following google meet link:

<https://meet.google.com/nzr-gjzp-huh>

4. Immediate and wide dissemination of this memorandum is hereby enjoined.
5. For information, guidance and compliance.