





Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

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

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

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

DATE : February 3, 2026

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.



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