



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

13 OCT 2025

DIVISION MEMORANDUM
NO. 520 S. 2025

**REGISTRATION OF LEARNERS AND PERSONNEL IN THE
NATIONAL HEALTH INSURANCE PROGRAM**

To: Office of the Assistant Schools Division Superintendent
Chief Education Supervisors(CES) / OIC-CES
Education Program Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. With reference to the **Memorandum of Understanding (MOU)** signed on May 19, 2025, between the **Department of Education (DepEd)** and **Philippine Health Insurance Corporation (PhilHealth)**, which aims to provide learners with access to outpatient primary care benefits under the National Health Insurance Program, acknowledging that healthy learners are more likely to attend school, concentrate on their studies, and reach their full potential.
2. All schools may permit their chosen Konsulta Package Provider (KPP) to conduct enrollment of all learners and personnel into National Health Insurance Program and participation of such in the Konsulta Program.
3. Provided that the scheduled activity must adhere to the policy on non-disruption of classes as outlined in DepEd Order No. 9, s. 2005.
4. Attached are copy of Memorandum of Understanding, Process Flow on Registration of Learners to Philhealth Yakap Providers and List of Philhealth Yakap Providers for your reference.



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

5. Wide dissemination of and strict compliance with the Memorandum are desired.


ROEL F. BERMEJO
Schools Division Superintendent



Encl: As stated

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

National Health Insurance Program

Registration

Learners

Personnel



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

Enclosure No. 1 to SDM 520, s. 2025

MEMORANDUM OF UNDERSTANDING

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Understanding, hereinafter referred to as the "Understanding," is entered into this 19 MAY 2025, 2025 at QUEZON CITY, Philippines, by and between:

The **DEPARTMENT OF EDUCATION**, a government entity mandated by law to ensure the delivery of quality basic education, particularly Batas Pambansa Blg. 232, otherwise known as the "Education Act of 1982," as amended by Republic Act (RA) No. 9155, otherwise known as the "Governance of Basic Education Act of 2001," with principal address at DepEd Complex, Meralco Ave., Pasig City, Philippines represented by the Secretary of the Department of Education, **JUAN EDGARDO M. ANGARA**; and hereinafter referred to as the "DepEd,"

-and-

PHILIPPINE HEALTH INSURANCE CORPORATION, a government-owned and controlled corporation created and existing by virtue of Republic Act No. 7875 ("Act Instituting the National Health Insurance Program for All Filipinos and Establishing the Philippine Health Insurance Corporation for the Purpose"), as amended, with principal office address Citystate Centre, 709 Shaw Boulevard, Pasig City, represented herein by its Acting President and Chief Executive Officer, **EDWIN M. MERCADO, MD, MHA, MMSC**, hereinafter referred to as "PhilHealth"

Collectively being referred to as "Parties" and individually as "Party"

WITNESSETH THAT:

WHEREAS, Section 11, Article XIII of the 1987 Constitution mandates the State to adopt an integrated and comprehensive approach to health development, which shall endeavor to make essential goods, health, and other social services available to all the people at an affordable cost;

WHEREAS to implement the aforementioned constitutional provision, the Congress enacted Republic Act (RA) No. 7875, "*An Act Instituting a National Health Insurance Program (NHIP) and establishing the Philippine Health Insurance Corporation*" for the purpose of providing all Filipinos with equitable access to quality and affordable healthcare services;

WHEREAS, to further bolster the State's mandate under the NHIP, R.A. No. 11223, the Universal Health Care Act ("UHCA"), was enacted to create a health care model that provides all Filipinos access to a comprehensive set of quality and cost-effective, promotive, preventive, curative, rehabilitative, and palliative health services without causing financial hardship, and that prioritizes the needs of the population who cannot afford such services;

WHEREAS, the UHCA provides for the designation of schools as a healthy setting for the

for improving learning outcomes, reducing inequities, and ensuring that all learners are healthy, safe, engaged, supported, and challenged;

WHEREAS, consistent with these national frameworks and policy mandates, the Parties hereto acknowledge their joint responsibility to provide learners access to the outpatient primary care benefit package of the National Health Insurance Program, the *Konsultasyong Sulit at Tama* Program (the “Konsulta” or “Konsulta Package”), recognizing that healthy learners are better able to attend school, focus on learning, and achieve their full potential;

WHEREAS, to operationalize an effective and sustainable healthcare financing delivery model for learners, the Parties acknowledge the need to adopt mechanisms for the implementation of the Konsulta Program within the various public schools under the jurisdiction of the DepEd, as part of efforts to transform schools into health-promoting learning environments that support the holistic development of children and youth;

NOW THEREFORE, for and in consideration of the foregoing premises, the Parties hereto have agreed to bind themselves as follows:

ARTICLE I

DEFINITION OF TERMS

1.1. **Capitation** – a payment mechanism where the Konsulta Package Provider is paid a fixed amount of One Thousand Seven Hundred Pesos (PhP1,700.00) to provide a defined set of goods and services for each enrolled individual for a fixed period of time, regardless of the goods and services actually provided that is demanded by the particular characteristics of an individual that influences their health, as part of the estimation of the payment.

1.2. **CLASS+ (Clinics for Learners' Access to School-based Services) Program** – a joint program strategy of the DepEd and PhilHealth that enables PhilHealth-accredited Konsulta Package Providers (“KPP”) to partner with DepEd school clinics for the delivery of Primary Care services under the Konsulta package.

CLASS+ aims to improve learners' access to essential health services by leveraging existing school-based health facilities and enhancing them through partnerships, thereby contributing to the goals of Universal Health Care.

1.3. **DepEd Medical Clinic** – a clinic within a Public School, which is managed and operated by DepEd.

1.4. **Empanelment** – also referred to as “rostering” is the identification and assignment of population to specific health facilities, teams, or providers who are responsible for the health needs and delivery of coordinated care in that population

1.5. **First Patient Encounter (FPE)** – initial episode of patient contact for the year whereby the Konsulta Package Provider takes or updates the basic health data of an eligible beneficiary to identify health risks. For the avoidance of doubt, the FPE is not a medical consultation.

1.6. **Konsultasyong Sulit at Tama (“Konsulta” or “Konsulta Package”)** – the primary care benefit package of PhilHealth. It is paid per capita and covers a defined set of primary care health services based on their life stage, health risks, and needs.

1.7. **Konsulta Package Provider (“KPP”)** - A primary care facility or health care professional accredited

- 1.9. **Partner Medical Clinic** – school clinic within a Public School, which is managed and operated by a privately-owned medical facility and accredited KPP engaged by DepEd under the “CLASS+ Program”
- 1.10. **Primary Care** – initial-contact, accessible, continuous, comprehensive, and coordinated care that is available and accessible at the time of need, including a range of services for all presenting conditions and the ability to coordinate referrals to other health care providers in the healthcare delivery system when necessary

ARTICLE II **KONSULTA WITHIN PUBLIC SCHOOLS**

To ensure the health and well-being of learners enrolled in Public School, DepEd and PhilHealth promises to make available functional School Clinics through the CLASS+ program, which would entail the following (subject to a more definitive agreement to be contained in a Memorandum of Agreement):

- 2.1. Facilitating the enrollment of all learners and personnel into the National Health Insurance Program and participation of such in the Konsulta Program;
- 2.2. Identifying select School Clinics, for purposes of Konsulta, appropriate for management by DepEd as DepEd Medical Clinics or for management by private partners as Partner Medical Clinics;
- 2.3. Engaging with private KPP, and designating Partner Medical Clinics that they will manage and operate;
- 2.4. Identifying select School Clinics as a KPP to manage and operate DepEd Medical Clinics, subject to compliance with applicable laws and such terms as may be agreed upon with PhilHealth;
- 2.5. Facilitate empanelment of enrolled students to DepEd Medical Clinics or Partner Medical Clinics;
- 2.6. Monitor subsequent registration and utilization of beneficiaries from the DepEd schools;
- 2.7. Updating the accreditation standards and Konsulta Package, specific to school health services; and
- 2.8. Conduct joint monitoring of all related activity and services essential to the full execution of this project.

ARTICLE III **ROLES AND RESPONSIBILITIES**

- 3.1. The DepEd shall consider the following undertakings to be contained in a Memorandum of Agreement:
 - 3.1.1. Identify the mode of management of School Clinics which may be managed by DepEd as a DepEd Medical Clinic or a privately-owned medical facility as Partner Medical Clinics, do or cause to be done all relevant acts and things as shall be necessary to achieve the same with efficiency;
 - 3.1.2. Facilitate the assignment of private KPP provider facilities to specific School Clinics to support operations and render services under the Konsulta Package as set forth in PhilHealth Circular No. 2024-0013 entitled, “Enhancement of the PhilHealth Konsulta Benefit Package” and its succeeding revisions (the “Konsulta Services”), and grant them the authority to register the learners and personnel of its assigned Public School in its Konsulta Program through a bilateral

3.1.4. Assist PhilHealth in the enrollment of learners and empanelment to a Konsulta Package Provider;

3.1.5. Facilitate the empanelment of all enrolled learners to the school-based Konsulta Package Provider. In the absence of a KPP-accredited DepEd school clinic, the learners will be assigned to the KPP-accredited partner medical clinics engaged through the CLASS+ Program;

3.1.6. Monitor (and in the case of Partner Medical Clinics, cause the private partner to so monitor) the registration and availment of the Konsulta among its learners registered under the DepEd Medical Clinics;

3.1.7. Periodically submit reports on such implementation to PhilHealth, setting forth any issues encountered and making the necessary recommendations for resolution, as it deems necessary or appropriate;

3.1.8. Designate at least one (1) employee from the School Health Division as PhilHealth liaison officer, to serve as the focal point of contact to facilitate the exchange of information and implement the cooperation set out herein; and

3.1.9. Make or enact all regulations reasonably necessary for the support of the NHIP, including measures for ensuring that its learners will be provided the means and incentives for the enrollment into the NHIP and their registration to the Konsulta as part of the school enrollment process.

3.2. PhilHealth shall have the following undertakings in the Memorandum of Agreement:

3.2.1. Conduct enrollment of learners to PhilHealth and subsequent registration to the Konsulta Package, subject to the identified mode of clinic operation as determined by DepEd;

3.2.2. Conduct communications and marketing initiatives regarding the Konsulta Package;

3.2.3. Identify learners with previous Konsulta enrolment and transfer enrolment to assigned accredited clinic, subject to the identified mode of clinic operation as determined by DepEd;

3.2.4. To empanel the learner to the designated KPP partner as determined by DepEd;

3.2.5. In recognition of the existing limitations in infrastructure and human resources within school clinics, particularly the absence of full-time medical and nursing staff, work collaboratively with DepEd to develop and recommend context-appropriate Konsulta accreditation standards and service delivery models tailored for DepEd Medical Clinics, including provisions for shared staffing, mobile health teams, or referral arrangements aligned with PhilHealth's Konsulta Package;

3.2.6. Expedite accreditation of DepEd Medical Clinics and private KPP providers with an accredited partnership with DepEd to support Partner Medical Clinics;

3.2.7. Facilitate timely capitation of KPPs and pay KPP-provider in tranches.

3.2.8. Designate at least one employee from PhilHealth Head Office as DepEd liaison officer, to

4.1 DepEd shall endeavor to develop a schedule for school clinics to be managed by either DepEd or Konsulta-accredited private facilities to ensure Konsulta coverage for all learners, prioritizing accreditation of school clinics in schools with more than one thousand (1,000) learners.

4.1.1. Schools with more than one thousand (1,000) learners shall be prioritized for coverage by Private Medical Clinics for at least three (3) years, and shall be turned over to DepEd upon the latter building the capacity to manage the clinics;

4.1.2. All school clinics shall be targeted to be DepEd-managed and Konsulta-accredited 2028 onwards.

4.2 Where appropriate, according to its discretion, DepEd may cause any School Clinic to be accredited with PhilHealth as a Konsulta Package Provider, by sending written notice to PhilHealth of its intent to apply for accreditation (the “KPP Notice”). The KPP Notice shall be sufficient to trigger the accreditation process.

4.3 PhilHealth shall act on a KPP Notice by doing or causing to be done all acts and procedures, and furnishing or causing to be furnished all documents and information as are necessary for the application for accreditation of the School Clinic in a timely manner, and in no case to exceed sixty (60) business days from its receipt of the complete documentary and other requirements necessary for the accreditation, as set out in PhilHealth Circular 2020-0021 entitled, “Accreditation of Health Care Providers for PhilHealth Konsultasyong Sulit at Tama (PhilHealth Konsulta) Package.”

4.4 All applicable regulations of PhilHealth on KPP accreditation, as provided under PhilHealth Circulars No. 2020-0021 and 2024-0013 shall be complied with, including, without limitation, the creation of a trust fund and ledger to receive and account for any payments pursuant to the Konsulta, subject to further operational guidelines to be developed by DepEd and PhilHealth.

4.5 When so accredited, the School Clinic shall have all the rights and obligations of a regular KPP. It is understood and agreed that such KPP accreditation shall mean the commitment to the performance and quality standards and procedures, and all relevant obligations of KPPs, particularly patient navigation and initial point of contact services for the Konsulta beneficiaries to access the necessary health services.

4.6 The KPP accreditation shall be maintained in good standing and re-accreditation shall be sought following rules provided under PhilHealth Circular 2020-0021, with the end goal of ensuring the continuous delivery of quality primary care services to the beneficiaries within the catchment population.

4.7 The First Patient Encounter shall be conducted within the year of registration of any beneficiary.

ARTICLE V MISCELLANEOUS PROVISIONS

The cooperation of the Parties set out herein shall be pursued under the following principles:

5.1. The Parties agree to continuously strive to improve its systems and procedures by recommending strategies or policies that will enhance the implementation of the Konsulta for the same to be more

5.3. The Parties covenant and agree that each will take all actions necessary to obtain and maintain in full force and effect all approvals required of them under applicable laws and regulations, and make all filings and deliver all notifications as are necessary, at the time of execution hereof or subsequently as might be required from time to time, to enable them to lawfully perform and comply with all of their material obligations in this Understanding.

5.4. Subject to existing rules and regulations, the Parties are aligned in their objectives and are open to entering into potential binding agreement to operationalize the terms and conditions stated on this Understanding.

5.5. The Parties acknowledge that this Understanding and the cooperation set out herein demand strict adherence to the Data Privacy Act (R.A. No. 10173, the "DPA"). Each Participant commits to exercise vigilance and the utmost diligence in the processing of personal information, subject to the principles of transparency, legitimate purpose, and proportionality under the DPA. This provision shall be subject to a separate and duly executed Data Sharing Agreement, which shall govern the terms and conditions of any data sharing between the Parties.

ARTICLE VI EFFECTIVITY

The collaboration of the Parties hereunder becomes effective on the date of signing hereof, and for a term of one (1) year hence, subject to annual review by both Parties pursuant to its monitoring mechanism.

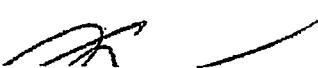
6.1. This Understanding may be renewed for an additional term upon mutual agreement of the Parties, expressed in writing, at least sixty (60) days prior to the expiration of the original term.

6.2. The Parties may terminate the cooperation set out in this Understanding by mutual consent expressed in a written instrument.

6.3. Any revision or amendment hereof may be initiated by either Party by delivering written notice to the other of the proposed changes and the reasons therefor. In such a case, the Parties shall meet and endeavor in good faith to execute such revisions as are agreed upon to be necessary, the effects of which come as close as possible to the intent of the cooperation originally contemplated herein.

ARTICLE VII SEPARABILITY CLAUSE

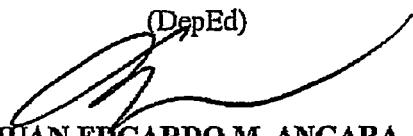
If any provision of this Understanding is declared invalid or unenforceable by a court of competent jurisdiction, the remaining provisions not affected thereby shall remain valid and in full force and effect.



IN WITNESS WHEREOF, the Parties have signed this Memorandum of Understanding as of the date first above written.

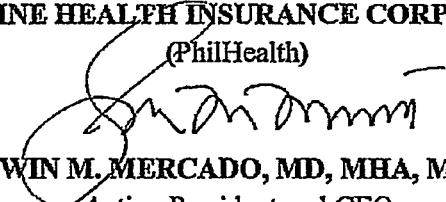
DEPARTMENT OF EDUCATION

(DepEd)

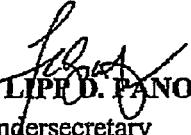

JUAN EDGARDO M. ANGARA
Secretary

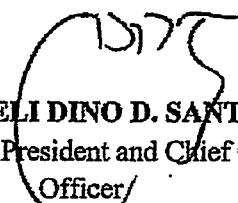
PHILIPPINE HEALTH INSURANCE CORPORATION

(PhilHealth)


EDWIN M. MERCADO, MD, MHA, MMSC
Acting President and CEO

SIGNED IN THE PRESENCE OF:


ATTY. FATIMA L. D. PANONTONGAN
Undersecretary
Department of Education


ATTY. ELI DINO D. SANTOS
Executive Vice President and Chief Operating
Officer
Philippine Health Insurance Corporation

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)

~~QUEZON CITY~~) S.S.

QUEZON CITY

BEFORE ME, a Notary Public for and in _____ personally appeared the following:

Name	Government Issued ID (Details)	Date and Place Issued
EDWIN M. MERCADO, MD, MHA, MMSC		

Known to me and to me known to be the same persons who executed the foregoing Memorandum of Understanding, signed by the PARTIES and their instrumental witnesses, and they acknowledged to me that the same is their free voluntary act and deed and that of the corporations they represent respectively. This Memorandum of Understanding consists of nine (9) pages including the Annex and this page in which this acknowledgment is written, signed by the parties and their instrumental witnesses every page thereof.

19 MAY 2025
WITNESS MY HAND AND NOTARIAL SEAL, on the date at the place first written above.

NOTARY PUBLIC

ATTY. FELIZARDO M. IBARRA
Notary Public for Q.C/Until Dec. 31, 2025
Roll No. 80835

PTR No. 6986788D/Jan.07, 2025/Q.C.
IBP No. 331161(2024-2025)/Q.C

MCLE Comp. No. VIII-0000973(04/15/2022-04/14/2025)
Admin. Matter No. NP. 088(2025-2026)
Quirino Highway Brgy., Kaligayahan Q.C.

Doc. No. 1121
Page No. 65
Book No. XU
Series of 2025







ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
QUEZON CITY S.S.

QUEZON CITY

BEFORE ME, a Notary Public for and in _____ personally appeared the following:

Name	Government Issued ID (Details)	Date and Place Issued
JUAN EDGARDO M. ANGARA		

Known to me and to me known to be the same persons who executed the foregoing Memorandum of Understanding, signed by the PARTIES and their instrumental witnesses, and they acknowledged to me that the same is their free voluntary act and deed and that of the corporations they represent respectively. This Memorandum of Understanding consists of nine (9) pages including the Annex and this page in which this acknowledgment is written, signed by the parties and their instrumental witnesses every page thereof.

19 MAY 2025

WITNESS MY HAND AND NOTARIAL SEAL, on the date at the place first written above.

NOTARY PUBLIC

ATTY. FELIZARDO M. IBARRA
Notary Public for Q.C/Until Dec. 31, 2025
Roll No. 80835
PTR No. 6986788D/Jan.07, 2025/Q.C.
IBP No. 331161(2024-2025)/Q.C
MCLE Comp. No. VIII-0000973(04/15/2022-04/14/2025)
Admin. Matter No. NP. 088(2025-2026)
Quirino Highway Brig., Kaligayahan Q.C.

Doc. No. MP
Page No. 101
Book No. XVI
Series of 2025

N

NOTE

J



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

Enclosure No. 2 to SDM 520, s. 2025



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
PhilHealth Regional Office VI
Local Health Insurance Office - Capiz
SHU Building, Gabriel Hernandez Avenue, Poblacion V, Roxas City, Capiz
(036) 621-0325 @ www.philhealth.gov.ph
PhilHealth Region VI @teamphilhealth

**Process Flow: Registration of Learners to PhilHealth
Yakap Providers**

STEP 1 ISSUANCE OF MEMO



- * DepEd Division of Capiz issues a memorandum directing all elementary and high schools to support the registration of learners to Yakap providers.

STEP 2 SCHOOL COORDINATION



- * School Heads designate a YAKAP Focal Person/Liaison Officer
- * Focal Person/ Liaison Officer coordinates with the assigned PhilHealth Yakap Provider for scheduling. (please see attached list of accredited YAKAP Clinics and YAKAP pointpersons)

STEP 3 STEP 3 – ORIENTATION/INFORMATION DRIVE



- * YAKAP Providers, in coordination with school focal person/Liaison Officer, conducts orientation sessions for learners, teachers and parents/guardians on:
 1. Benefits of YAKAP Program, registration and FPE
 2. PhilHealth could be invited if warranted

STEP 4 SUBMISSION OF REQUIREMENTS



- * Learners/parents submit the following for registration and updating of dependents (as applicable):
 1. Birth /baptismal, marriage certificate, etc and valid ID of member (photo copy)
 2. Accomplished Member Registration Form (PMRF) c/o YAKAP Partner
 3. YAKAP Partner to provide instructions on the updating process during orientation and shall collect the accomplished forms.

STEP 5 MONITORING & REPORTING

- * School YAKAP Coordinator shall coordinate with YAKAP Partner for the following data: # of attendees, # of registered, profiled & consulted learners, parents, teachers. (Report format to follow c/o PhilHealth)
- * School YAKAP coordinator submit parallel reports to Dep-Ed Provincial Office YAKAP Coordinator on a quarterly basis.

Approved by:

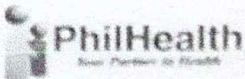
JOE FREDERICK Y. DIAZ
CSIO-LHIO Capiz





Republic of the Philippines
Department of Education
 Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

Enclosure No. 3 to SDM 520, s. 2025



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
 PhilHealth, Regional Office VI
 Local Health Insurance Office - Capiz
 G-345 Building, Capitol Household Annex, Poblacion V, Roxas City, Capiz
 T. (036) 621-0709, G. www.philhealth.gov.ph
 PhilHealth Region VI, X www.philhealth-capiz.gov.ph

ACCREDITED KONSULTA PROVIDER AS OF SEPTEMBER 30, 2025

Name of Facility	Accreditation Number	Validity	Remarks
HOSPITALS			
1. Bajlan District Hospital	Ho6011261	1/1/2025 – 12/31/2025	
2. Camp Peralta Station Hospital	Po6039506	7/31/2025 – 12/31/2025	
3. Mambusao District Hospital	Ho6011241	1/1/2025 – 12/31/2025	
4. Roxas Memorial Provincial Hospital	Po6038071	2/6/2025 – 12/31/2025	
5. Sen. Gerardo M. Roxas Memorial District Hospital	Ho6011276	1/1/2025 – 12/31/2025	
6. Tapaz District Hospital	Ho6011296	1/1/2025 – 12/31/2025	
PRIVATE CLINIC			
1. Optiquest Inspira Health Ventures Inc.	Po6037049	1/1/2025 – 12/31/2026	
CHO / RHU / PCF			
1. Cuartero PCF	Po6034587	1/1/2025 – 12/31/2025	
2. Dao PCF	Po6035436	1/1/2025 – 12/31/2025	
3. Dumalag PCF	Po6034684	1/1/2025 – 12/31/2025	
4. Dumaraao PCF	Po6035079	1/1/2025 – 12/31/2025	
5. Ivisan RHU	Po6034027	3/7/2025 – 12/31/2025	
6. Jamindan PCF	Po6034284	1/1/2025 – 12/31/2025	
7. Maayon PCF	Po6035083	1/1/2025 – 12/31/2025	
8. Mambusao RHU	Po6034011	1/1/2025 – 12/31/2025	
9. Panay RHU	Po6034588	1/1/2025 – 12/31/2025	
10. Panitan RHU	Po6034103	1/1/2025 – 12/31/2025	
11. Pilar RHU	Po6036372	1/1/2025 – 12/31/2025	
12. Pontevedra PCF	Po6034283	1/1/2025 – 12/31/2025	
13. Pres. Roxas RHU	Po6035033	1/1/2025 – 12/31/2025	
14. Roxas City Health Office PCF	Po6034245	1/1/2025 – 12/31/2025	
15. Sapián RHU	Po6034242	1/1/2025 – 12/31/2025	
16. Sigma RHU	Po6034012	1/1/2025 – 12/31/2025	
17. Tapaz RHU	Po6034354	1/1/2025 – 12/31/2025	

Source: IPAS as of September 30, 2025

Prepared by:

YBULAY ANN B. JAMELARÍN
 Administrative Aide VI

Noted by:

JOE FREDERICK T. DIAZ
 Chief – LHO Capiz

