



Republic of the Philippines  
Department of Education  
REGION VI – WESTERN VISAYAS  
**SCHOOLS DIVISION OF CAPIZ**

11 JUN 2026

**DIVISION MEMORANDUM**

No. 246, s. 2026

**DECENTRALIZED PHILHEALTH REMITTANCE FOR RPSU-PAID  
SECONDARY SCHOOL TEACHERS**

To: Assistant Schools Division Superintendent  
OIC-Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Secondary and Integrated Schools  
All Others Concerned

1. Attached is Regional Memorandum No. 543, s. 2026 titled **Decentralized Philhealth Remittance for RPSU-Paid Secondary School Teachers**, which is self-explanatory.
2. Immediate dissemination of and strict compliance with this Memorandum are desired.

  
**ROEL F. BERMEJO**  
Schools Division Superintendent

Enclosure: None  
Reference: None  
To be indicated in the Perpetual Index  
Under the following subject

**Remittance Benefits**



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Republic of the Philippines  
**Department of Education**  
REGION VI-WESTERN VISAYAS

**REGIONAL MEMORANDUM**

JUN 04 2026

No. 543 s. 2026

**DECENTRALIZED PHILHEALTH REMITTANCE FOR RPSU-PAID  
SECONDARY SCHOOL TEACHERS**

To: Schools Division Superintendents  
Division Accountants/Administrative Officers/School Bookkeepers  
Principals/Officers-In-Charge of RPSU-Paid Secondary Schools  
All Others Concerned

1. Following the successful roll-out of the PhilHealth remittance process for all RPSU-paid elementary school teachers from the divisions and selected Secondary Schools/Implementing Units (IUs) last March 2026, this Office hereby directs the decentralized remittance of all PhilHealth contributions. This shall take effect in **June 2026** for all secondary schools and IUs in the **Negros Occidental area**, and in **July 2026** for those in the **Panay area**.
2. The respective Schools Division Offices (SDOs) and Implementing Units (IUs) shall be solely accountable for ensuring that remittances are settled on or before the prescribed due dates. Please be advised that any penalties or surcharges incurred due to late remittance will no longer be the responsibility of the Regional Payroll Services Unit (RPSU).
3. To facilitate this transition, SDOs and IUs must secure, create, or update their PhilHealth Employer Number (PEN). They shall coordinate directly with PhilHealth to update registration details, including the Name of the Head of Office, official address, contact numbers, and other required information. Furthermore, IUs must coordinate closely with their respective SDOs regarding the inclusion of RPSU-paid employees and their subsequent enrollment under the school's own PEN.
4. Prior to the official roll-out, a final virtual meeting will be conducted to ensure all units are fully prepared. The schedule and meeting link will be announced via the official Group Chat (GC) and through a separate Regional Memorandum.
5. For clarifications or technical assistance regarding this transition, please contact Ms. Tarah Joie Marcelo at (033) 337-0149 local 1026.



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Republic of the Philippines  
**Department of Education**  
REGION VI-WESTERN VISAYAS

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6. Immediate dissemination of and strict compliance with this Memorandum are desired.

**CRISTITO A. ECO, CESO III**  
Regional Director

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

Remittance Benefits

*PG/ASD-RPSU/RM: Roll-out of PHIC remittances-Secondary  
RM-2026-138/ May 21, 2026*



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