



Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM

DEC 22 2023


No, 1365, s, 2023


To: All Schools Division Superintendents
All School Heads of Implementing Units Secondary Schools

**DISSEMINATION OF ADVISORY TO ALL HEADS OF IMPLEMENTING UNIT (IU)
SECONDARY SCHOOLS
(DEPED ORDER NO. 20, s 2021))**

1. For information and guidance of all concerned, enclosed is a copy of *Advisory to all Heads of IU's Secondary School* signed by Undersecretary and Chief of Staff Atty. MICHAEL WESLEY T. POA.
2. In view hereof, all concerned School Heads of IU's are reminded with the provision of DepEd Order No. 20 s, 2021, the Private Lending Entities (PLI's) is prohibited to enter into a contract or agreement with DepEd offices other than the Central Office/Regional Offices concerning salary loans, insurance premiums, and or membership dues under APDS.
3. This also a reminder that remittances due to any PLI's for collection of loans, insurance premiums, and or membership dues of DepEd personnel shall have corresponding service fees to be deducted to the total amount of the remittance and deposited to BoTr in favor of the Provident Fund.
4. Immediate dissemination of this memorandum is desired.

For the Regional Director:


ATTY. RHEA JOY L. CARBONELL
Chief Administrative Officer
Administrative Services Division


Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE

December 12, 2023

ADVISORY

To all Heads of DepEd Implementing Unit Secondary Schools

This office has received complaints indicating that certain private entities already accredited under the Department's Automatic Payroll Deduction System (APDS) Program are still being compelled by various implementing unit secondary schools to enter into a distinct Memorandum of Agreement (MOA) for the settlement of financial obligations to be incorporated in their payroll and be deducted from the salaries of DepEd personnel.

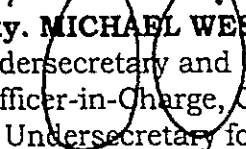
In accordance with DepEd Order No. 20, s. 2021, the Lender/Accredited Entity is prohibited from entering into any contract or agreement with DepEd offices other than the Central/Regional Office concerning salary loans, insurance premiums, and/or membership dues/contributions under APDS.

This serves as a reminder to all implementing unit secondary schools that entities accredited under the Department's APDS Program have the authority to offer services and products to all DepEd officials and employees in the Central, Regional, and Schools Division Offices, **including schools**. The deductions to be included by the implementing unit secondary schools should also adhere to the provisions of net take-home pay verification.

Furthermore, remittances due to private entities for the collection of loans, insurance premia and/or memberships of DepEd personnel shall have corresponding service fees to be deducted from the amount of the total remittance and deposited to the Bureau of Treasury in favor of the Provident Fund.

The list of accredited entities under the APDS and their corresponding service fees may be viewed at: <https://bit.ly/APDS-List-for-IUs>.

For strict compliance.


Atty. MICHAEL WESLEY T. POA
Undersecretary and Chief of Staff
Officer-in-Charge, Office of the
Undersecretary for Finance