



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



March 22, 2022

Regional Memorandum

**Private Lending Institutions Accredited Under the Department
of Education Automatic Payroll Deduction System (APDS)**

To **Schools Division Superintendents
Private Lending Institutions Accredited
Other Concerned**

1. In view of the Implementation of Twice -A -Month Release of Salary of Deped Personnel in Region IV-A CALABARZON, submission of billings shall be on or before every third (3rd) day of each month. However, for the month of April 2022, due to the Lenten Season, submission of billings shall be until March 31, 2022
2. This is to give ample time for checking and validating the submitted billings for inclusion in the Automatic Payroll Deduction system (APDS).
3. This shall be strictly observed otherwise all billings submitted beyond the above-mentioned date shall not be accepted.
4. Please be guided accordingly.


FRANCIS CESAR B. BRINGAS
Regional Director



"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"

Trunkline: 02-8682-5773/8684-4914/8647-7487
Website: depedcalabarzon.ph
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