

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



Personnel-RA-2024-3

Advisory No. RA-2024-3

January 08, 2024

In compliance with DepEd Order (DO) No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
(Visit depedcalabarzon.ph)

**ADHERENCE TO MOA OF ACCREDITED PRIVATE
LENDING INSTITUTIONS UNDER THE DepEd
AUTOMATIC PAYROLL DEDUCTION SYSTEM**

Enclosed is a copy of an Advisory dated December 12, 2023 signed by **Atty. MICHAEL WESLEY T. POA**, Undersecretary and Chief of Staff, Officer-In-Charge, Office of the Undersecretary for Finance, DepEd Central Office, Meralco Avenue, Pasig City, which is self-explanatory.

Attention is invited to paragraphs two and three of said Advisory, which states:

“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.”

For strict compliance.

Incl.: As stated

ROA/P1



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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.

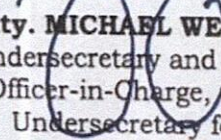
Furthermore, remittances due to private entities for the collection of loans, insurance premia and/or memberships of DepEd personnel shall have corresponding service fees to be deducted from the amount of the total remittance and deposited to the Bureau of Treasury in favor of the Provident Fund.

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.

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ADMINISTRATIVE DIVISION
RECEIVED

By: 
Date: 11/3/24
Time: 3:25 PM


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