



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

12 January 2024

DIVISION MEMORANDUM
NO. **021** s. 2024

**DEPARTMENT'S AUTOMATIC PAYROLL DEDUCTION SYSTEM (APDS)
PROGRAM**

To: OIC, Assistant Schools Division Superintendent
Chief Education Supervisor
Curriculum Implementation Division
OIC, Chief Education Supervisor
School Governance and Operations Division
Public Schools District Supervisors
Heads of Public Secondary Schools (Implementing Units)

1. Attached is Regional Memorandum No. 023, s. 2024 titled "*Department's Automatic Payroll Deduction System (APDS) Program*".
2. Immediate dissemination of this Memorandum is desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

Encl.: As stated
Reference: As stated
To be included in the Perpetual Index
under the following subjects:

OFFICIALS
AGREEMENT



Address: Banica, Roxas City
Contact Number: (036) 6518 456/0968-869-5867
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Website: <http://depedcapiz.ph>



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

JAN 11 2024

REGIONAL MEMORANDUM
No. 023 s. 2024

**DEPARTMENT'S AUTOMATIC PAYROLL DEDUCTION SYSTEM (APDS)
PROGRAM**

To: Schools Division Superintendents
Heads of Implementing Units (Secondary Schools)
All Others Concerned

1. Attached is an Advisory from the Office of the Undersecretary and Chief of Staff, Officer-in-Charge, Office of the Undersecretary for Finance on the Department's Automatic Payroll Deduction System (APDS) Program.
2. Immediate dissemination of this Memorandum is desired.

 **RAMIR B. UYATICO EdD, CESO III**
Regional Director

Reference: Memorandum OUF-2022-0372
To be indicated in the Perpetual Index
under the following subjects:

OFFICIALS AGREEMENT



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

Department of Education
Regional Office VI
Duran Street, Iloilo City
RECORDS SECTION
RECEIVED
Date: **DEC 22 2023**
Control No.: **682**

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.

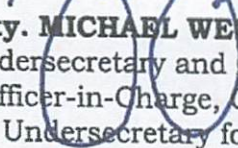
In accordance with DepEd Order No. 20, s. 2021, the Lender/Accredited Entity is prohibited from entering into any contract or agreement with DepEd offices other than the Central/Regional Office concerning salary loans, insurance premiums, and/or membership dues/contributions under APDS.

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