



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

October 16, 2024

DIVISION MEMORANDUM

No. 642, s. 2024

IMPLEMENTATION OF PROJECT “EDSPF” (ELECTRONIC DATABASE SYSTEM OF PROVIDENT FUND LOAN FOR PERSONNEL)

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisor, CID
OIC, Office of the Chief Education Supervisor, SGOD
Education Program Supervisors
Heads of Public Elementary, Integrated, and Secondary Schools
All Others Concerned

1. Relative to Regional Memorandum No. 175, s. 2021 titled **Institutionalization of Educational Innovation in Region VI-Western Visayas**, this Office, through the Accounting Section, announces the implementation of **Project EDSPF (ELECTRONIC DATABASE SYSTEM OF PROVIDENT FUND LOAN FOR PERSONNEL)** starting this Fiscal Year 2024.
2. Project EDSPF will work on the electronic database system of Provident Fund loans for all personnel who availed the loans for fast and easy retrieval of records. This project aims to:
 - a. allow employees to access their loan record history, which will assist them in keeping track of their financial obligations;
 - b. lessen the hassle and burden for the releasing of Provident Fund Clearance;



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- c. automate the release of the Statement of Accounts to personnel;
and
 - d. ensure timely and accurate recording of outstanding balances
for the current year of the personnel.
3. This project, through its proponent, will use the online platform to set up an online network of SDO Capiz personnel where all updates pertaining to Provident Fund Loan will be posted.
 4. Anent this, all SDO Capiz personnel are advised to access and utilize the electronic database system created by the proponent as platforms for posting real-time updates regarding the loan record. The online viewing of loan record can be accessed through this link; <https://bit.ly/SDOCAPIZProvidentFund>.
 5. 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 indicated in the Perpetual Index
under the following subjects:

INNOVATION
PROJECTS
SCHOOLS
PROVIDENT FUND



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