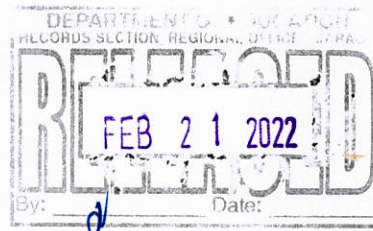




Republic of the Philippines
Department of Education
CARAGA REGION



February 17, 2022

REGIONAL MEMORANDUM
No. 0106 s, 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
Agency Authorized Officers
In-charge of Provident Loan
All Others Concerned

Attention: Agency Authorized Officers
Divisions of Bayugan City, Agusan del Norte & Agusan del Sur

**VERIFICATION OF LOAN AMORTIZATION TO BE INCORPORATED
IN THE PAYROLL FOR SALARIES OF DEPED PERSONNEL**

1. Attached is a Memorandum dated August 17, 2020 from Undersecretary Annalyn M. Sevilla and Assistant Secretary Ramon Fiel G. Abcede, Deped Central Office with the subject Verification of Loan Amortizations to be incorporated in the Payroll for Salaries of Deped Personnel.
2. Relative thereto, the Schools Division Superintendents are required to strictly remind their respective Agency Authorized Officers (AAOs) to follow the Loan Verification process particularly on GSIS and Provident Fund Loans before confirmation and release of said loans to ensure that the 5k net take home pay of the borrower is complied with, and that no existing Private Lending Institutions (PLI) deductions will be bumped off.
3. Immediate dissemination of and strict compliance with this Memorandum are desired.


MA GEMMA MERCADO LEDESMA
Director IV 

Encl/s: Memorandum dated August 17, 2020
Reference/s: DO No. 18, s. 2018 DO No. 5, s. 2018 DO No. 14, s. 2019
To be indicated in the Perpetual Index
under the following subjects:

LOAN	NET TAKE HOME PAY	VERIFICATION
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ASD/apm
02/17/2022



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

DEPARTMENT OF EDUCATION
REGION VIII, EASTERN VISAYAS

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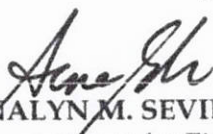
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Signature

MEMORANDUM

TO : ALL REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
DIRECTOR IV, BUREAU OF HUMAN RESOURCES AND
ORGANIZATIONAL DEVELOPMENT (BHROD)

ATTENTION : Regional Chiefs of Finance and Administrative Divisions
Officer-In-Charge, Personnel Division, BHROD
Regional and Schools Division Human Resource Management Officers
School Heads of Implementing Unit (IU) Secondary Schools
Heads of Regional Payroll Services Unit
Heads of Finance and Administrative Unit, Schools Division Offices
Designated Agency Authorized Officers
Designated DepEd Verifiers

FROM : 
ANNALYN M. SEVILLA
Undersecretary for Finance


RAMON FIEL G. ABCEDE
Assistant Secretary for Finance

SUBJECT : VERIFICATION OF LOAN AMORTIZATIONS TO BE
INCORPORATED IN THE PAYROLL FOR SALARIES OF DEPED
PERSONNEL

DATE : August 17, 2020

1. Reports have reached this Office that there are designated Agency Authorized Officers (AAOs) and Human Resource Management Officers (HRMOs) who continuously recommend the approval of GSIS, HDMF (Pag-IBIG), Land Bank of the Philippines (LBP) and DepEd Provident Fund loan applications of DepEd personnel without the Net Take Home Pay (NTHP) verification by the designated DepEd Verifier. This practice resulted in the bumping off of other loan amortizations already integrated in the payroll. (See Attachments A1 to A4).

2. Accordingly, this Office reiterates the directives in DepEd Order No. 14, s. 2019 titled "Guidelines for the Implementation of the P5,000 NTHP for Department of Education Personnel for Fiscal Year 2019," Part IV (Procedures), Item 6.b of the Enclosure quoted below, thus:

"6. In accordance with the above-cited provisions in the FY 2019 GAA and the consequent rules promulgated by the Department, deductions will be integrated in the payroll in the following manner: