



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

March 6, 2020

**REGIONAL MEMORANDUM**

No. **158**, s. 2020

**OFFICIAL EMAIL ADDRESS FOR LOAN VERIFICATION**

To: Schools Division Superintendents  
Regional Office Personnel  
Division Agency Authorized Officers  
All Others Concerned

1. This is to inform the field that effective **March 16, 2020**, all verification of loans availed of from the Private Lending Institutions (PLIs), Government Service Insurance System (GSIS), and Pag-Ibig Fund of all DepEd regular employees whose salaries are under the Regional Payroll Services shall be handled by **Mr. Nerio Clenton R. Areglado**, the newly appointed Administrative Officer II (HRMO I) at the same time the new Focal Person of the Payroll Services.
2. The official email address which shall be used to send requests for loan verification is [verifier.region8@deped.gov.ph](mailto:verifier.region8@deped.gov.ph).
3. Any issues/concerns relative to loan verification and other payroll related services shall be coursed through **Mr. Nerio Clenton R. Areglado** at cellphone number 09338147198/email address: nerioclenton.areglado@deped.gov.ph or **Ms. Eva D. Rosales**, Administrative Officer V at cellphone number 09218782690/email address: eva.rosales002@deped.gov.ph or at office telephone number 053-323-2728.
4. Immediate dissemination of and strict compliance with this Memorandum are desired.

**RAMIR B. UYTICO EdD, CESO IV**

Director IV

Enclosure: None  
Reference: New Process Flow of Payroll Related Concerns  
To be indicated in the Perpetual Index under the following subjects:

LOAN VERIFICATION

PROCESS FLOW

AD-PS-EDR

