



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

May 13, 2020

**REGIONAL MEMORANDUM**

No. **255**, s. 2020

**PAYSLIP REQUIREMENT FOR GSIS, PAG-IBIG, AND PROVIDENT LOAN APPLICATIONS**

To: Schools Division Superintendents  
Agency Authorized Officers  
Processors of of Provident and Pag-ibig Loans  
All Others Concerned

1. As a requirement in the verification of GSIS, Pag-ibig, and Provident loan applications, all borrowers are directed to submit one (1) original copy of the latest payslip to the concerned Agency Authorized Officer (AAO)/Provident and Pag-ibig Loan processors in the Division Office.
2. Relative to this, the Schools Division Offices are hereby advised to put an identifiable mark or affix signature/initial of authorized Division Personnel on the original payslip before releasing to the concerned employee to ensure authenticity of the said document.
3. Previous issuances relative to the payslip requirement for GSIS, Pag-ibig, and Provident loan applications are hereby rescinded.
4. For information and guidance.

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

Enclosure: None

Reference: Unnumbered Regional Memorandum dated February 23, 2016

To be indicated in the Perpetual Index under the following subjects:

GSIS  
LOAN

PAG IBIG  
PAYSLIP

VERIFICATION

AD-PS-EDR

