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

March 26, 2026

**REGIONAL MEMORANDUM**

No. **413** s. 2026

**ENTITIES WITH APPROVED ONLINE APPLICATION PROCESS  
UNDER THE DEPARTMENT'S AUTOMATIC PAYROLL  
DEDUCTION SYSTEM PROGRAM**

To: Schools Division Superintendents  
Payroll In-Charge and Verifiers  
All Others Concerned

1. Attached is Memorandum OASF-2026-557 dated March 5, 2026 with the subject: Entities with Approved Online Application Process Under the Department's Automatic Payroll Deduction System Program.
2. The Schools Division Superintendents and the School Heads of the Implementing Units through their payroll in-charge and verifiers shall ensure compliance with this directive.
3. Immediate dissemination of and strict compliance with this Memorandum are desired.

*per.*  
  
**SALUSTIANO T. JIMENEZ JD, EdD, CESO III**  
 Regional Director

Enclosure: As stated  
Reference: As stated

To be indicated in the Perpetual Index under the following subjects:  
AUTOMATIC PAYROLL DEDUCTION SYSTEM  
ONLINE APPLICATION



AD-PS-EDR



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



MEMORANDUM  
OASF-2026-557  
March 05, 2026

**TO :** ALL REGIONAL DIRECTORS

**ATTENTION :** ALL REGIONAL PAYROLL SERVICES UNIT  
ALL DEPED VERIFIERS  
ALL OTHERS CONCERNED

**FROM :** **ATTY. EDSON BYRON K. SY**  
Assistant Secretary for Finance  
Officer-in-Charge  
Office of the Undersecretary for Finance

**SUBJECT :** ENTITIES WITH APPROVED ONLINE APPLICATION PROCESS  
UNDER THE DEPARTMENT'S AUTOMATIC PAYROLL DEDUCTION  
SYSTEM PROGRAM

RECEIVED  
OFFICE OF THE ASST. REGIONAL DIRECTOR  
SIGNATURE

DEPARTMENT OF EDUCATION  
**RECEIVED**  
RECORDS SECTION REGIONAL OFFICE NO. VIII  
DATE: 03-19-26  
TRACKING #: 4265 TIME: 4:30 pm  
SIGNATURE: [Signature]

In view of the approval of the new Terms and Conditions of the APDS Accreditation (TCAA) of certain private entities under the Department's Automatic Payroll Deduction System (APDS), as well as their previously approved online application processes, please find the attached Annex A containing the list of APDS-accredited entities authorized to transact loan, insurance, and membership applications through an online system.

These entities were previously granted approval to implement an online process, which remains valid and recognized, subject to compliance with existing APDS guidelines and the provisions of their approved TCAA.

Pursuant to existing APDS guidelines, the concerned entities shall submit billing statements to the Department in electronic format, as agreed upon with the Payroll Services Unit (PSU) and Implementing Unit (IU) with soft copies of the required documents (as applicable), including the Application Form, Authority to Deduct, Promissory Note, Disclosure Statement, proof of loan release (e.g., checks, loan vouchers, credit memos, remittance lists, and other equivalent documents), Certificate of Membership, Policy Contract duly acknowledged by the borrower, and the required Sworn Statement.

Accordingly, all concerned offices are directed to process verification and accept billing statements from the entities listed in Annex A, together with documents, whether filed through their approved online systems or submitted manually.

For clarifications, please coordinate with the Finance Service – Employee Account Management Division (FS-EAMD) through [fs.eamd@deped.gov.ph](mailto:fs.eamd@deped.gov.ph).

For information, guidance, and strict compliance.



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

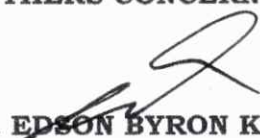
**MEMORANDUM**

**OASF-2026-557**

March 05, 2026

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For information, guidance, and strict compliance.

## List of Entities with Approved Online Application Process

As of February 27, 2026

For the updated list: <https://tinyurl.com/APDSEntitieswOnlineApplication>

Name of Entity	APDS CODE		REGIONS COVERED																
	Loans	MAS/ Insurance	I	II	III	IV-A	IV-B	V	VI	NIR	VII	VIII	IX	X	XI	XII	XIII	NCR	CAR
1 BDO Network Bank, Inc.	0918	-	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2 City Savings Bank, Inc.	0339	-	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3 East West Rural Bank Inc.	1010	-	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4 First Consolidated Bank, A Private Development Bank	0312	-				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
5 Legazpi Savings Bank, Inc.	1214	-	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
6 Philippine Public School Teachers Association, Inc.	0119	0044A-C	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7 Quezon Public School Teachers and Employees Multipurpose Cooperative	1192	-				✓	✓												
8 Rural Bank of Angeles, Inc.	1239	-	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓			✓