



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

September 3, 2026

REGIONAL MEMORANDUM

No. **1140** s. 2026

**INVITATION TO THE ONLINE RE-ORIENTATION ON THE
USE OF THE VERIFIER'S LEDGER**

To: Schools Division Superintendents
Division Payroll Incharge and Verifiers
Heads of Implementing Units
All Others Concerned

1. Attached is Memorandum dated September 1, 2026 with the subject: Invitation to Online Re-Orientation on the Use of the Verifier's Ledger.
2. Relative thereto, all designated DepEd Verifiers are hereby invited to an online re-orientation on the use of the Verifier's Ledger specifically the latest version which can accommodate/verify loans with payment terms up to seven (7) years on **September 4, 2026, 1:30pm to 3:30pm** via the link: **<https://tinyurl.com/DVLReOrientationC45>**.
3. Immediate dissemination of and strict compliance with this Memorandum are desired.


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
LEDGER
RE-ORIENTATION
VERIFICATION



AD-PS-EDR



Republic of the Philippines
Department of Education
EMPLOYEE ACCOUNT MANAGEMENT DIVISION

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MEMORANDUM

EAMD-2026-_____

September 01, 2026

FOR : **REGIONAL DIRECTORS**
DepEd Regional Office No. VI, VII, VIII, NIR

DEPED VERIFIERS

DepEd Regional Office No. VI, VII, VIII, NIR

FROM : **ARIEL C. TANDINGAN**
Supervising Administrative Officer
Officer-in-Charge
Finance Service – Employee Account Management Division

SUBJECT : INVITATION TO ONLINE RE – ORIENTATION ON THE USE OF THE VERIFIER'S LEDGER

In line with the Department's continuing efforts to improve the implementation of its Automatic Payroll Deduction System (APDS) Program, and relative to the issuance of the DepEd Memorandum dated August 12, 2026, "Mandatory Use of the DepEd-APDS Verifier's Ledger Version 2.0", this Office will conduct an online re-orientation on the use of this system.

This Office respectfully invites all designated DepEd Verifiers for an online re-orientation on the use of the Verifier's Ledger specifically the latest version which can accommodate/verify loans with payment terms up to seven (7) years.

The said online re-orientation will cover the following agenda:

1. Verification of APDS Verifier Accounts

- Identify APDS Verifiers with issues and concerns on their verifiers account.
- Provide guidance on the process for account creation and/or activation.

2. Verifier's Ledger Walkthrough

- Step-by-step walkthrough of the process of using the Verifiers Ledger.
- Discussion of the applicable procedures and reminders in processing transactions using the Verifiers Ledger

3. Open Forum

- Address questions, concerns, and clarifications raised by the APDS Verifiers.
- Discuss common issues encountered during the use of the APDS Verifier's Ledger.

The schedule and meeting link of the online re-orientation are as follows:

Date and Time: September 4, 2026, at 1:30 PM – 3:30 PM

Meeting Link: Cluster 4 and 5 - <https://tinyurl.com/VL-Re-Orientation-C4C5>

Meeting Link: Cluster 4 and 5 - <https://tinyurl.com/DVLReOrientationC45>

Thank you.