



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

September 17, 2026

REGIONAL MEMORANDUM

No. **1209** s. 2026

**COORDINATION MEETING WITH THE GOVERNMENT FINANCIAL
INSTITUTIONS (GFIs), PRIVATE LENDING INSTITUTIONS (PLIs)/
INSURANCE COMPANIES (ICs), PAYROLL INCHARGE
AND LOAN VERIFIERS**

To: Schools Division Superintendents
All Others Concerned

1. This Office, through the Administrative Division, shall conduct a **Coordination Meeting with the Government Financial Institutions, Private Lending Institutions/Insurance Companies, Payroll Incharge and Loan Verifiers** on **October 14, 2026**, 9:00AM onwards at the Training Hall 1, NEAP_R, DepEd Regional Office No. VIII, Government Center, Candahug, Palo, Leyte.
2. The objectives of the said meeting are the following:
 - a. update PLIs/GFIs on the revised loan terms of payment under the DepEd's Automatic Payroll Deduction System (APDS) Program;
 - b. reiterate salient provisions of DepEd Order No. 20, s. 2021 (Enhanced Guidelines on Accreditation/Re-Accreditation of Private Entities Under the Automatic Payroll Deduction System Program);
 - c. status of payroll operations at the Schools Division Offices; and
 - d. other issues and concerns.
3. The participants to this activity are:
 - a. representatives from the Government Financial Institutions, Private Lending Institutions/Insurance Companies
 - b. RO Chiefs and Supervising Administrative Officers of the Administrative and Finance Divisions
 - c. Regional Accountant, Regional Cashier, and Regional Payroll Services Head and Staff
 - d. One (1) Payroll Incharge and One (1) Loan Verifier per SDO
4. Travel and other incidental expenses of the participants from other institutions/agencies and Schools Division Offices shall be charged to their institution/agency/local funds while expenses for one (1) lunch, morning and afternoon snacks and venue rental to Regional Office funds subject to the usual accounting and auditing rules and regulations.

5. Immediate dissemination of and 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:

COORDINATION
MEETING
PARTNER AGENCIES



AD-PS-EDR