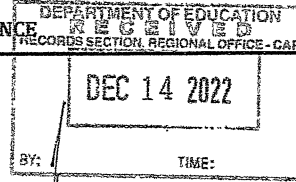


Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR FINANCE



**MEMORANDUM**  
OUF-2022-0701  
December 7, 2022

**TO :** ALL REGIONAL DIRECTORS  
DepEd Regional Office Nos. I to XIII, CAR and NCR

**THROUGH :** REGIONAL AUTOMATIC PAYROLL DEDUCTION SYSTEM (APDS)  
TASK FORCE

**FROM :** *Annalyn M. Sevilla*  
ANNALYN M. SEVILLA  
Undersecretary for Finance

*Atty. Omar Alexander V. Romero*  
ATTY. OMAR ALEXANDER V. ROMERO  
Assistant Secretary for Finance  
Chairperson, DepEd Central Office APDS Task Force

**SUBJECT :** ENHANCEMENT OF THE TERMS AND CONDITIONS OF THE APDS  
ACCREDITATION (TCAA) OF PRIVATE ENTITIES UNDER APDS

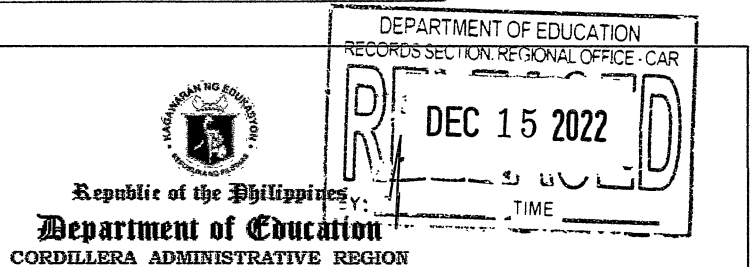
Please be informed that, per the directive of Vice President and Secretary Sara Z. Duterte, the Department is currently reviewing the Terms and Conditions of the APDS Accreditation (TCAA) of private entities accredited with the Department of Education (DepEd) APDS, in the interest of improving its program and protecting DepEd employees (teaching and non-teaching personnel).

Accordingly, kindly accomplish the following matrices and submit the same to the Employee Account Management Division, the APDS Secretariat, on or before December 16, 2022, through email address fs.eamd@deped.gov.ph, for further review by the DepEd Central Office APDS Task Force:

|                  |   |
|------------------|---|
| <b>Annex "A"</b> | Issues and concerns as well as recommendations for implementing the TCAA and protecting the DepEd employees |
| <b>Annex "B"</b> | Frequently asked questions on APDS raised by DepEd employees and the corresponding responses                |

For immediate compliance. Thank you.

2/F Rizal Building, I  
Telephone No. 402



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION

December 15, 2022

**To: Schools Division Superintendents  
All Others Concerned**

For information, guidance, and appropriate action.

**ESTELA P. LEON- CARIÑO EdD, CESO III**  
Director IV/ Regional Director

For the Regional Director:

*Florente E. Vergara*  
**FLORENTE E. VERGARA**  
Director III/ Assistant Regional Director



DEPARTMENT OF EDUCATION  
 OFFICE OF THE UNDERSECRETARY FOR FINANCE  
**RELEASED**  
 14006  
 By: *[Signature]* Date: *[Signature]*  
 RANDY M. LACTADA DEC 14 2022

Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR FINANCE

DEPARTMENT OF EDUCATION  
**RECEIVED**  
 RECORDS SECTION, REGIONAL OFFICE - CAR  
 DEC 14 2022  
 BY: \_\_\_\_\_ TIME: \_\_\_\_\_

**MEMORANDUM**

OUF-2022-0701  
 December 7, 2022

**TO :** ALL REGIONAL DIRECTORS  
 DepEd Regional Office Nos. I to XIII, CAR and NCR

**THROUGH :** REGIONAL AUTOMATIC PAYROLL DEDUCTION SYSTEM (APDS)  
 TASK FORCE

**FROM :** *[Signature]* 12/13  
 ANNALYN M. SEVILLA  
 Underscretary for Finance

*[Signature]* 12/12  
**ATTY. OMAR ALEXANDER V. ROMERO**  
 Assistant Secretary for Finance  
 Chairperson, DepEd Central Office APDS Task Force

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| <b>Annex "A"</b> | Issues and concerns as well as recommendations for implementing the TCAA and protecting the DepEd employees |
| <b>Annex "B"</b> | Frequently asked questions on APDS raised by DepEd employees and the corresponding responses                |

For immediate compliance. Thank you.

DEPARTMENT OF EDUCATION  
 DEC 14 2022  
 SHELA T. VERLIZAMA  
 TIME: 7:50

**Annex "A"**

**ISSUES AND CONCERNS AS WELL AS RECOMMENDATIONS IN THE IMPLEMENTATION OF THE DEPARTMENT'S AUTOMATIC PAYROLL DEDUCTION SYSTEM (APDS) PROGRAM**

DepEd Regional Office No. \_\_\_\_\_

| <b>Existing APDS Guidelines</b><br><i>(indicate existing APDS provisions)</i> | <b>Proposed Amendment/s</b><br><i>(indicate changes or proposed amendment to the existing provision/s)</i> | <b>Remarks / Justification</b><br><i>(enumerate/explain justification/s on the proposal)</i> |
|---|--|--|
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|   |  |  |

**Prepared By:** \_\_\_\_\_

**Certified By:** \_\_\_\_\_

\_\_\_\_\_  
Signature over Printed Name and Designation

\_\_\_\_\_  
Signature over Printed Name and Designation

**Annex "B"**

**FREQUENTLY ASKED QUESTIONS ON APDS AND THE CORRESPONDING RESPONSES**

**DepEd Regional Office No. \_\_\_\_\_**

| QUESTION | RESPONSE |
|----------|----------|
|          |          |
|          |          |
|          |          |
|          |          |
|          |          |

**Prepared By:**

**Certified By:**

\_\_\_\_\_  
Signature over Printed Name and Designation

\_\_\_\_\_  
Signature over Printed Name and Designation