

Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR FINANCE

MEMORANDUM
OUF-2022-0711

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL PF BOARD OF TRUSTEES
CO ACCOUNTING DIVISION STAFF
CHIEFS OF ADMINISTRATIVE AND FINANCE DIVISIONS
REGIONAL AND SCHOOLS DIVISIONS ACCOUNTING STAFF
ALL OTHERS CONCERNED

FROM : *Annalyn M. Sevilla*
ANNALYN M. SEVILLA
Undersecretary for Finance
Chairperson, Provident Fund (PF) National Board of Trustees (NBT)

SUBJECT : SUBMISSION OF STATUS REPORT ON PROVIDENT FUND (PF)
LOANING OPERATIONS FOR MULTI-PURPOSE AND
ADDITIONAL LOANS FOR FY 2022

DATE : DECEMBER 14, 2022

- The Regional and Schools Division Provident Fund (PF) Chapters, through the PF Secretariats or Accounting Sections/Units, are directed to provide the PF National Board of Trustees (NBT), through its Secretariat, the Employee Account Management Division (EAMD), the monthly status report of loaning operations on the Multi-Purpose and Additional Loans starting FY 2022 of each PF Chapter.
- For monitoring purposes, all concerned shall accomplish, on the dates specified below, the report template per PF Chapter (Region and Schools Division), which they can download through this link: <https://bit.ly/3W6TnMC>.

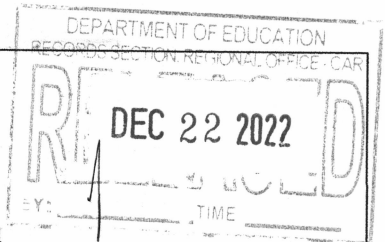
Duration	Schedule of Submission
January 2022 to December 2022	On or before January 15, 2022
January 2023 and onwards	Every 15 th day of the following month

- The Regional PF Board of Trustees must ensure compliance and submission of the said status report in the MS Excel matrix to the PF NBT Secretariat.
- For inquiries, you may contact EAMD, at fs.eamd@deped.gov.ph or telefax number (02) _____
- For immediate _____

2/F Rizal Building, DepEd
Telephone No. (02) 861 _____



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



December 22, 2022

To: Schools Division Superintendents
All Others Concerned

For information, immediate dissemination and compliance.

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

For the Regional Director:

Florante E. Vergara
FLORANTE E. VERGARA
Director III/Assistant Regional Director



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR FINANCE

DEPARTMENT OF EDUCATION
 DIVISION OFFICE - PASIG
RELEASED
 14325
 RANDY A. LACTAOEN
 DEC 21 2022

MEMORANDUM
OUF-2022-0711

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 SCHOOLS DIVISION SUPERINTENDENTS
 REGIONAL PF BOARD OF TRUSTEES
 CO ACCOUNTING DIVISION STAFF
 CHIEFS OF ADMINISTRATIVE AND FINANCE DIVISIONS
 REGIONAL AND SCHOOLS DIVISIONS ACCOUNTING STAFF
 ALL OTHERS CONCERNED

FROM : *Annalyn M. Sevilla*
ANNALYN M. SEVILLA
 Undersecretary for Finance
 Chairperson, Provident Fund (PF) National Board of Trustees (NBT)

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January 2023 and onwards	Every 15 th day of the following month

3. The Regional PF Board of Trustees must ensure compliance and submission of the said status report in the MS Excel matrix to the PF NBT Secretariat.
4. For inquiries, you may contact EAMD, at fs.eamd@deped.gov.ph or telefax number (02) 8633-7248.
5. For immediate dissemination and compliance.

DEPARTMENT OF EDUCATION
 OFFICE OF THE UNDERSECRETARY FOR FINANCE
 DEC 21 2022
 SHELA T. TRIBIANA
 ADM. EXECUTIVE

SAMPLE TEMPLATE

OTHER CASH DISBURSEMENTS

	Services rendered beyond 8 hours	Transportation	Office supplies and materials	Meals and Snacks	Seminar/Training workshops	Honorarium of resource speakers/consultant	Semi-expendable expenses	Office equipment	NCA / Fund Transfer	Others (Please specify)		TOTAL
										Particular	Amount	
JANUARY 2022												
1 ROP												
2 ALAMINOS CITY												0.00
3 BATAK CITY												0.00
4 CANDON CITY												0.00
5 DAGUPAN CITY												0.00
x												0.00
x												0.00
x												0.00
TOTAL - JANUARY 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL - FEBRUARY 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL - MARCH 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL - APRIL 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL - MAY 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL - JUNE 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL - JULY 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL - AUGUST 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL - SEPTEMBER 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL - OCTOBER 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL - NOVEMBER 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
DECEMBER 2022												
1 ROP												
2 ALAMINOS CITY												0.00
3 BATAK CITY												0.00
4 CANDON CITY												0.00
5 DAGUPAN CITY												0.00
x												0.00
x												0.00
x												0.00
TOTAL - DECEMBER 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00

SAMPLE TEMPLATE

OTHER CASH RECEIPTS

	Bank Interest Income	Stale Checks	NCA / Fund Transfer	Others		TOTAL
				Particular	Amount	
JANUARY 2022						
1 ROP						0.00
2 ALAMINOS CITY						0.00
3 BATAK CITY						0.00
4 CANDON CITY						0.00
5 DAGUPAN CITY						0.00
x						0.00
x						0.00
x						0.00
TOTAL - JANUARY 2022	0.00	0.00	0.00		0.00	0.00
TOTAL - FEBRUARY 2022	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - MARCH 2022	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - APRIL 2022	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - MAY 2022	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - JUNE 2022	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - JULY 2022	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - AUGUST 2022	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - SEPTEMBER 2022	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - OCTOBER 2022	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - NOVEMBER 2022	0.00	0.00	0.00	0.00	0.00	0.00
DECEMBER 2022						
1 ROP						0.00
2 ALAMINOS CITY						0.00
3 BATAK CITY						0.00
4 CANDON CITY						0.00
5 DAGUPAN CITY						0.00
x						0.00
x						0.00
x						0.00
TOTAL - DECEMBER 2022	0.00	0.00	0.00		0.00	0.00