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Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

Office of the Schools Division
Superintendent

February 17, 2025

OFFICE MEMORANDUM
OSDS/ASDS-2025- 20

To:	Gabina F. Ladaran CPA	- Chairman
	Fermin M. Albutra	- Vice Chairman
	Julie Ann Kristie A. Redillas	- Member
	Felipe B. Platino	- Member


DESIGNATION AS ALTERNATE APDS TEAM

In the Exigency of the service, you are hereby constituted as Alternate Team to the Regional APDS Task Force in the validation and verification of APDS application submitted by the Bankways Inc., A Rural Bank located at Poblacion, Tubigon, Bohol, effective immediately.

It is understood that you shall visit to their office for onsite inspection and conduct physical assessment, validation and verification of the office existence and legal documents of its operation based on the attached checklist. Submit assessment report to the Regional APDS Task Force as soon as possible.

Traveling and other incidental expenses incurred in your travel shall be charged to division MOOE Funds subject to usual accounting and auditing rules and procedures.

Please be guided accordingly.


FAY C. LUAREZ EdD, PhD. TM, CESO VI
 Assistant Schools Division Superintendent
 Officer-in-Charge
 Office of the Schools Division Superintendent

CPC/ASDS/OFFICE/INITIALS OF THE HEAD/initials of the encoder



Address: 0050 Lino Chatto Barangay Cogon,
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 Deped Tayo Bohol Division





Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS

Office of the Assistant Regional Director

VALIDATION/VERIFICATION REPORT RE: EXISTENCE OF PLI OFFICE/S

Name of PLI:	
Address:	
Date of Validation:	

CHECKLIST FOR VALIDATION OF PLI OFFICE/S:

	1. Registered with either SEC, BSP, CDA or Insurance Commission
	2. Physical Site of Transaction, inside a building or commercial structure
	3. Effectivity of Contract of Lease:
	4. Local Business Permit Name indicated in the Business Permit: Validity of Business Permit:
	5. With Proper Signboard With Telephone Landline Number/s: E-mail address:
	6. With full-time Manager and Staff Name of Manager and Staff:
	7. Office can render the following services required in the APDS Guidelines:
	a. Maintenance of complete records
	b. Accept payments
	c. Issue Statement of Accounts
	d. Issue Official Receipts
	e. Issue Certificate of full payment
	f. Issue contracts and membership documents
	g. Attend to other transactions, queries and complaints of DepEd personnel
	8. If with no Office:
	a. With legal agreement with affiliate bank, if yes, secure a copy
	b. Affiliate bank meets all the requirements above

REMARKS:

VALIDATED BY:



Doña M. Gaisano St., Sudlon, Lahug, Cebu City
 Telephone Number: 639773295904 local 700



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

REGIONAL MEMORANDUM

ORD-2024- 318

19 AUG 2024

To: **DR. CASIANA P. CABERTE**
Schools Division Superintendent
Schools Division of Bohol

VALIDATION/VERIFICATION OF THE NEW OFFICE OF BANKWAYS, INC. (A RURAL BANK) (BWIRB) IN THE PROVINCE OF BOHOL

1. The Schools Division of Bohol is requested to create a team and validate/verify the existence of the new office of Bankways, Inc. (A Rural Bank) (BWIRB) in the Province of Bohol, with the information indicated below. BWIRB is an accredited private company under the APDS Program, with APDS Code 1095 for loans.
2. Attached is the validation/verification report to be accomplished by APDS Validator and to be submitted to Regional APDS Task Force.
3. Transportation and other incidental expenses to be incurred by the Division APDS Task Force, if any, for the validation/verification shall be to local funds, subject to the usual government accounting and auditing rules and regulations.
4. Attached is the communication for further details and guidance.
5. For immediate and appropriate action.


SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Director IV
Regional Director

STJ/FYA/AD/IFC/rbg



Doña M. Gaisano St., Sudlon, Lahug, Cebu City
Telephone Number: 639773295904 local 700



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JUN 30 2024

Republic of the Philippines
Department of Education
OFFICE OF THE DIRECTOR IV, FINANCE SERVICE

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8:06

MEMORANDUM
July 18, 2024

For : **DR. SALUSTIANO T. JIMENEZ**
Regional Director
DepEd Regional Office No. VII

Attention : **Regional APDS Task Force**

From : **ANA MARIE C. CALAPIT**
Director IV, Finance Service

Subject : **VALIDATION/VERIFICATION OF THE NEW OFFICE OF BANKWAYS, INC. (A RURAL BANK) (BWIRB) IN THE PROVINCE OF BOHOL**

The Regional Automatic Payroll Deduction System (APDS) Task Force is requested to validate/verify the existence of the new office of **Bankways, Inc. (A Rural Bank) (BWIRB)** in the **Province of Bohol**, with the information indicated below. BWIRB is a registered private company under the APDS Program, with APDS Code 1099000000.

Address	Contact Person	Contact Numbers and E-mail
283 Maximolisco Street, Purok 7, Poon, Occidental, Tubigon, Bohol	Lea Marie E. Amolata, Cashier	<ul style="list-style-type: none"> • (038) 422-8987 • (038) 500-1028 • 09271616831 • tubigon@bwirb.com.ph

Case be guided by the provisions under Section 9 of the *Republic Act No. 11164, or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018*, the prescribed processing time of all requests received for action, as well as the DepEd Order (DO) No. 20, s. 2021, in conducting the said validation. In accordance with paragraph 45.1 of said DO No. 20, the services of the Service Office located near said company's office or branch may be used for validation, provided that the corresponding Validation Report is signed by the members of the Regional APDS Task Force and supported with proof of the existence of the office in the province, such as pictures of the physical office.



DepEd Region VII - Division Office - Cebu

Kindly also validate if the company's mobile number is officially registered under its corporate name.

In the exigency of service, this Memorandum will be e-mailed to you in advance with the Employee Account Management Division (EAMD), the APDS Secretariat, at the e-mail address eamd@deped.gov.ph. The corresponding endorsement letter, duly supported by the Validation Report of the DepEd Regional APDS Task Force, must be sent to the abovementioned e-mail address within seven (7) working days from the date of this Memorandum to expedite the review of this Office.

Transportation and other incidental expenses to be incurred by the members of the Task Force, if any, for the validation/verification shall be charged to local funds, subject to the usual government accounting and auditing rules and regulations.

For immediate and appropriate action.