



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

**Office of the Schools
Division Superintendent**

September 12, 2025

OFFICE MEMORANDUM
No. 40, s. 2025

**COMPOSITION OF THE DIVISION AUTOMATIC PAYROLL DEDUCTION SYSTEM
(APDS) VALIDATION TEAM**

TO : Assistant Schools Division Superintendent
Legal Officer
Head of Finance (Accounting & Budget Division)
Head of Administrative Division

1. Pursuant to DepEd Order No. 20, s. 2021 Enhanced Guidelines on the Accreditation / Re-Accreditation of Private Entities under the Automatic Payroll Deduction System Program, the composition of the Division Automatic Payroll Deduction System (APDS) Validation Team is hereby as follows:

Chairperson	Gabina F. Ladaran Division Accountant
Vice-Chairperson	Atty. Jessie Fuentes Division Legal Officer
Members	Fermin M. Albutra Administrative Officer V Julie Ann Kristie A. Redillas Division Budget Officer Victoriano C. Cimeni Division Cashier Felipe B. Platino, Jr Administrative Officer II - DPSU

2. The Division APDS Validation Team shall validate the existence of office / branch of private entities that will enroll under the Department's APDS Program. Additional proof on the existence of the office to be visited, such as pictures of the office and its staff, shall be included in the report to be submitted to this office, strictly



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observing the requirements under Part Lv. 22 of Enclosure of DepEd Order No. 18, s. 2018.

3. Please be guided accordingly.


FAY C. LUAREZ, EdD., PhD TM CESO VI
Schools Division Superintendent