



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

**Office of the Schools
 Division Superintendent**

October 22, 2025

DIVISION MEMORANDUM
 No. 728, s. 2025

**ENHANCEMENT ON DEPED BOHOL'S INTERNAL GUIDELINES FOR PROVIDENT LOAN APPLICATION
 SUBMISSION CUT- OFF AND PROCESSING**

To: Assistant Schools Division Superintendent
 Chiefs – SGOD & CID
 Public Schools District Supervisors
 Elementary and Secondary School Principals / Heads
 All Teaching and Non-Teaching Personnel
 All Others Concerned

This is to disseminate the enhancement of the Division Memorandum No. 365, s. 2025 (*DepEd Bohol's Internal Guidelines for Provident Loan Application, June 05, 2025*). **The processing of the Provident Loan Applications shall be done WEEKLY instead of Bi-Monthly to address our employees' financial needs.** Exceptions related to the cutoff period and processing day shall depend on the need's urgency (e.g. hospitalization). This shall take effect on November 2025.

Days Applications are Received	Processing Day	Remarks
Mondays – Fridays	Monday following the week covered	Applications that are not included during the covered cutoff must submit an updated supporting document for the following application submission period (<i>weekly</i>) thereof.


FAY C. LUAREZ, EdD PhDTM CESO VI
 Schools Division Superintendent 

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 Deped Tayo Bohol Division

