



Republic of the Philippines  
**Department of Education**

NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**Office of the Schools Division  
Superintendent**

**MAR 17 2023**


**MEMORANDUM**

No. 066, s. 2023

**VIRTUAL Pag-IBIG FUND SHORT TERM LOAN AND CALAMITY LOAN  
APPLICATION**

To. OIC – Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
Chief Education Supervisor, School Governance and Operation Division  
Administrative Officer V  
Public Elementary and Secondary School Heads  
All Others Concerned

1. To ensure the strict compliance to DepEd Memorandum No. 014, s. 2019, **“GUIDELINES FOR THE IMPLEMENTATION OF THE P5,000.00 NET TAKE HOME PAY FOR THE DEPARTMENT OF EDUCATION PERSONNEL FOR FISCAL YEAR 2019”**, borrowers are required to file their Pag-IBIG Short Term loan and Calamity Loan application in virtual Pag-IBIG through this link: <https://www.pagibigfundservices.com/virtualpagibig/Loans.aspx>; thus the borrowers are advised to create Pag-IBIG Virtual account.
2. The designated DepEd APDS Verifier will conduct verification and proper recording of loan details to ensure that there is no bumping off of other loan amortizations already incorporated in the payroll.
3. The designated Agency Authorized Officers (AAOs) will certify the loans based on recommendation of the DepEd Verifier.
4. The Schools Division Office in cooperation with Pag-IBIG Fund, will not accept walk-in applicants for Pag-IBIG loans.
5. Strict compliance and immediate dissemination of this memorandum is desired.

  
**CARLEEN S. SEDILLA CESO V**  
Schools Division Superintendent

Encl: As stated

Reference:



To be indicated in the **Perpetual Index**  
under the following subjects:

LOAN                      PROGRAM

JLV/HR - VIRTUAL Pag-IBIG SHORT TERM LOAN AND CALAMITY LOAN APPLICATION  
066/March 10, 2023

NUM-2023-066



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