



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

2024-6312 MR

AUG 14 2024 08-330

Office of the Schools Division
Superintendent

MEMORANDUM
No. 235, s. 2024

IMPLEMENTATION OF PF BOARD RESOLUTION NO. 5, S. 2023


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

1. Enclosed is DepEd Memorandum DM-OUF-2023-0494, dated July 11, 2023, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. In view hereof, attention is invited to paragraphs 2 items a-i; the Guidelines in granting the automatic two (2)- month moratorium.
3. Immediate and wide dissemination of, and compliance with this Memorandum are directed.

For:

VIOLETA M. GONZALES

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

By :  **DR. ARMIDA S. OBLINADA**
Education Program Supervisor
Officer-in-Charge

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects:

PROVIDENT BENEFITS LOANS

AMF/DM – IMPLEMENTATION OF PF BOARD RESOLUTION NO. 5, S. 2023
235 August 14, 2024

NUM-2024-235



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940



sdo.muntinlupa@gmail.com



deped-muntinlupa.com



Republic of the Philippines

Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE

MEMORANDUM

OUF-2023-0494

TO : REGIONAL DIRECTORS

**ATTENTION : REGIONAL PF BOARD OF TRUSTEES
REGIONAL PF CHAPTER SECRETARIATS
CHIEFS OF FINANCE AND ADMINISTRATIVE DIVISION
HEADS OF REGIONAL PAYROLL SERVICE UNIT**

FROM : ANNALYN M. SEVILLA
Undersecretary for Finance
Chairperson, Provident Fund National Board of Trustees

SUBJECT : IMPLEMENTATION OF PF BOARD RESOLUTION NO. 5 s. 2023

DATE : JULY 11, 2023

1. This is to inform you of the approval of Provident Fund (PF) Board Resolution No. 05, s. 2023, entitled ***"A Resolution Approving the Grant of an Automatic Two-Month Moratorium on Payment of Provident Fund Loan (PF) Amortizations of Borrowers Affected by Calamity"*** by the DepEd PF National Board of Trustees (PFNBT).

2. Pursuant to said PF Board Resolution, the following are the guidelines in granting the automatic two (2)-month moratorium:

- a. There is a declaration of state of calamity officially issued by either the President of the Philippines, the National Disaster Risk Reduction and Management Council and its counterpart agencies in the Regions, Provinces, Cities and Municipalities, or by the Legislative Councils of Local Government Units concerned;
- b. The 2-month moratorium SHALL APPLY TO ALL PF BORROWERS who are teaching and non-teaching personnel and actually working and/or residing in regions/s, province/s, city/ies or schools division/s covered by the declaration of a state of calamity;
- c. Existing PF deductions to be temporarily stopped shall be lodged at the "Undeducted Obligations" of the payslips of the borrower, and shall automatically be restored to the payroll after the 2-month period is implemented;
- d. Loan term in the payroll program shall be adjusted/extended corresponding to the 2 month of loan moratorium;

- e. No additional interest shall be imposed on the loan accounts during the moratorium period;
 - f. The Loan moratorium shall take effect immediately in the next payroll month after the declaration of the state of calamity;
 - g. All payroll units in the region/schools division/implementing unit-secondary schools shall be directed to implement the loan moratorium;
 - h. All PF Chapters are directed to report on loan moratorium granted to PF borrowers not later than two weeks after the end of the grant of loan moratorium; and
 - i. All PF Chapters, through their respective Board Chairperson, shall submit a report to the PFNBT, through the PF National Board Secretariat (PFNBS), on the availment of the loan moratorium as soon as the same has been effected by the Payroll Units concerned (Annex A attached for the template), within first week of its implementation of the loan moratorium.
3. For inquiries, you may contact Employee Account Management Division, the PFNBS, at fs.eamd@deped.gov.ph or telefax number (02) 8633-7248.
4. For strict compliance. Immediate dissemination of this Memorandum is desired.

K. H.

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