



Republic of the Philippines  
**Department of Education**  
Region III  
**TARLAC CITY SCHOOLS DIVISION**

December 1, 2020

**DIVISION MEMORANDUM**

No. 150, s. 2020

**CREATION OF DIVISION PROVIDENT FUND SECRETARIAT**

To : OIC-Assistant Schools Division Superintendent  
Division Chiefs  
Public Elementary and Secondary School Heads  
All Others Concerned

1. In accordance with Item 1.d of DepEd Order No. 037, s. 2018 dated September 10, 2018 entitled Amendments and Additional Provisions to DepEd Order Nos. 12, s. 2004; 36, s. 2007; and 52, s. 2017 (Revised Implementing Guidelines for the DepEd Provident Fund), this Division creates its Provident Fund Secretariat which will administer the operation of the Fund in the schools division level.
2. The following shall compose the Division Provident Fund Secretariat (DPF):

LOURDES G. DELA CRUZ PhD	-	Head, DPF Secretariat
ELIAZER E. SAHAGUN	-	DPF Secretariat Member
MA. VICTORIA Q. ABULENCIA	-	DPF Secretariat Member
MA. CRISTINA A. ESPIRITU	-	DPF Secretariat Member
3. The Division Provident Secretariat shall oversee the processing of Provident Fund loan applications and regulate the maintenance of all the records of the Fund.
4. For information.

  
**MARIA CARMEN P. CUENCO EdD, CESO VI**  
OIC-Schools Division Superintendent

