



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

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26 Jan 2022

DIVISION MEMORANDUM  
No. 046, s. 2022

**DEDUCTION CODE FOR PAG-IBIG MP2 SAVINGS**

To: **Asst. Schools Division Superintendent**  
**Chief CID, SGOD**  
**PSDS, Education Program Supervisors**  
**Section Heads**  
**All Public Elementary & Secondary School Heads**  
**All Others Concerned**  
This Division

1. This is to inform the field that a Deduction Code is already assigned for PAG-IBIG MP2 Savings. Employees who are interested that their contribution for PAG-IBIG MP2 Savings is automatically deducted via DepEd's Automatic Payroll Deduction System (APDS) Program are advised to submit RPSU Form- Salary Deduction Adjustment or Stoppage, available at our Division website ([www.depedelsalvadorcity.net](http://www.depedelsalvadorcity.net)) under Downloadable Forms.
2. If a deduction is desired to be effective in the month of February, it should be submitted to the Schools Division Office on or before the 3<sup>rd</sup> day of February. Deduction code assigned for MP2 Savings is **2045**. Attached is a sample filled out RPSU form to serve as your reference.
3. All are reminded that this Office adheres to Equal Opportunity Principle (EOP). Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
4. This is for your information and guidance.

**OLGA C. ALONSABE**  
Schools Division Superintendent

To be indicated in the Perpetual Index  
Under the following subjects:

DEDUCTIONS

EMPLOYEES



Address: Zone 3, Poblacion, El Salvador City | Tel. No. (088) 855-0113  
Website: [www.depedelsalvadorcity.net](http://www.depedelsalvadorcity.net) | Email: [elsalvador.city@deped.gov.ph](mailto:elsalvador.city@deped.gov.ph)