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DepEd MEMORANDUM

No. **53**, s. 2011

**CONSTITUTING THE PROJECT TEAM FOR DEVELOPMENT  
 OF THE DEPED PROVIDENT FUND SYSTEM (DPFS)**

To: Undersecretaries  
 Assistant Secretaries  
 Bureau Directors  
 Directors of Services, Centers and Heads of Units  
 Chiefs of Divisions  
 All Others Concerned

1. To modernize the operations of the Department of Education (DepEd) Provident Fund in order to make its system efficient and effective, this Department shall organize the **Project Team for Development of the DepEd Provident Fund System (DPFS)** to handle the necessary tasks to complete the requirements and to make the proposed system functional. The system to be developed shall conform with the Department's thrust to shift its system to an ICT-based environment for its critical processes.


2. This Project Team is constituted as follows:

Project Manager	Mr. Armando C. Ruiz	Officer-in-Charge, Office of the Assistant Secretary for Finance
Business Lead Persons	Ms. Sonia R. de Leon	Employees Welfare and Benefits Division (EWBD)
	Ms. Rhunna L. Catalan	Accounting Division (AD)
Technical Lead Persons	Dir. Mari Paul C. Soriano	Technical Service (TS)
	Mr. Elmer M. Guizano	Technical Service (TS)
	Mr. Ferdinand Q. San Jose	Information and Communication Technology Unit (ICTU)
Business Lead Persons	Ms. Jean M. Bugarin	Employees Welfare and Benefits Division (EWBD)
	Ms. Eugenia M. Tuliao	Employees Welfare and Benefits Division (EWBD)
	Mr. Billy V. Vega	Culture and Arts Office (CAO)
	Ms. Rowena D. Romblon	Accounting Division (AD)
	Ms. Generosa Belgica	Accounting Division (AD)
	Ms. Adorable Namoro	Accounting Division (AD)
	Mr. Danilo M. Antazo	Systems Division (SD)
	Mr. Antonio G. Arquero	DepEd Region III
	Mr. Ardee D.C. Ramilo	DepEd Region IV-MIMAROPA
	Mr. Liberato Salvador	DepEd Region IV-MIMAROPA (RPSU)
	Mr. Benjamin C. Jacosalem	DepEd Division of Pasig City
	Mr. Emmanuel Icalina	DepEd Division of Laguna

3. The project team shall define the processes and procedures involved in the various phases of implementation of the DepEd Provident Fund System which will include the recording and tracking of individual loan accounts, preparation of reports, among others.



4. To support the Project Team, five (5) IT consultants will be engaged for the duration of the development of the system, to be composed of the following:
  - a. Team Leader;
  - b. Two (2) Systems Analysts/Designers (Industry Grade);
  - c. One (1) Application Developer (Industry Grade); and
  - d. One (1) Database Administrator (Industry Grade).
5. The Project Team and its consultants will operate for twelve (12) months reckoned from the date of this Memorandum.
6. Immediate dissemination of this Memorandum to all concerned is desired.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

Reference:

None

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

COMMITTEES  
FUNDS  
OFFICIALS  
PROJECTS  
PROGRAMS

SMA/MCR, DM Project Team for DepEd Provident Fund System  
February 17, 2011/02-18-11

02/18/11