



Republic of the Philippines
Department of Education
OFFICE OF THE ASSISTANT SECRETARY FOR FINANCE

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MEMORANDUM

ASCF-2026-163

March 12, 2026

FOR : **ALL REGIONAL DIRECTORS**
ALL SCHOOL DIVISION SUPERINTENDENTS

ATTENTION : **CHIEFS, REGIONAL & SCHOOL DIVISION OFFICES (SDOs)**
ADMINISTRATIVE AND FINANCE DIVISIONS
HEADS OF SECONDARY SCHOOLS (IMPLEMENTING UNITS)

FROM : **ATTY. EDSON BYRON K. SY**
Assistant Secretary for Finance
Officer-in-Charge
Office of the Undersecretary for Finance

SUBJECT : **DEDUCTION CODE FOR DIGITAL GINHAWA LOAN PROGRAM**
(PREVIOUSLY COMPUTER LOAN)

This is to inform all concerned offices and personnel of the applicable deduction code to be used for payroll processing and reporting of deductions for the Government Service Insurance System (GSIS) Digital Ginhawa Loan Program, the enhanced version of the GSIS Computer Loan Program.

Deduction Code 1256, previously used for the GSIS Computer Loan Program, shall continue to be used for payroll deductions of personnel who avail of the Digital Ginhawa Loan Program to ensure consistency in payroll processing and monitoring of loan payments.

All Regional Offices (ROs), Schools Division Offices (SDOs), and other concerned units are directed to use **Deduction Code 1256** when processing, recording, and reporting payroll deductions under the said loan program.

All existing verification procedures prior to the implementation of payroll deductions shall continue to be strictly observed.

For guidance and compliance.