

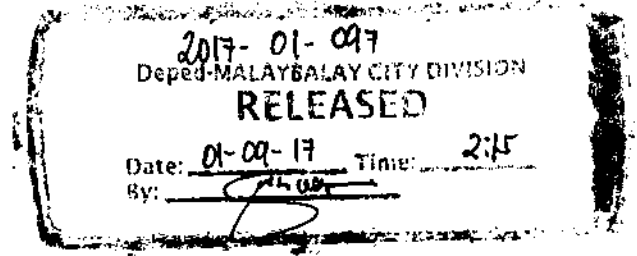


Republic of the Philippines
Department of Education
Region X
DIVISION OF MALAYBALAY CITY
Sayre Highway, Casisang, Malaybalay City
Telefax # 088-314-0094



DIVISION MEMORANDUM

No. 010, s. 2016



TO : Chief Education Supervisors and Staff, CID and SGOD
School Heads (Elementary and Secondary)
Teaching and Non-Teaching Personnel
All Others Concerned

FROM:  EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent

Date: January 9, 2017

Re : Submission of Community Tax Certificate (CEDULA) for CY 2017

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1. All Teaching and Non-teaching employees are directed to secure individual Community Tax Certificate for CY 2017.
 2. District Offices shall submit to this Office CONSOLIDATED LIST OF PERSONNEL WITH THEIR INDIVIDUAL COMMUNITY TAX CERTIFICATE NUMBERS FOR CY 2017 on or before January 31, 2017.
 3. Compliance of this memorandum is earnestly desired.

Encl. As stated

Copy furnished:
Records Unit
AO File-J.L. Nayra