



Republic of the Philippines
Department of Education
REGION IV-A - CALABARZON
SCHOOLS DIVISION OF QUEZON PROVINCE



15 January 2026

DIVISION MEMORANDUM
DM No. 0067, s. 2026

**NOTICE OF ONLINE MEETING ON THE DEDUCTION OF
OUTSTANDING 2025 TAX**

To: Assistant Schools Division Superintendents
Administrative Officer V
Accountant III
Administrative Officer IV/HRMO II
Public Elementary and Secondary School Heads
All Others Concerned

1. Please be advised that an online meeting will be conducted on January 16, 2026 (Friday), at 1:00 p.m. via Zoom, with the following details:

Meeting ID: 893 5992 6212

Passcode: 123456

2. The agenda of the meeting is as follows:
 - a. Deduction of outstanding 2025 tax dues
 - b. Guidelines and procedures for implementation
 - c. Other related matters
3. The attendees to this meeting are the Administrative Officers II, Administrative Assistant III and Administrative Assistant II.
4. All participants are requested to join the meeting at least fifteen (15) minutes prior to the scheduled time.
5. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

perjmo 01/14/2026

DEPEDQUEZON-TM-SDS-04-009-003



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