




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City

DepED
DEPARTMENT OF EDUCATION
K12
RELEASED

Division Memorandum No. 475 s. 2016

DATE: 20 DEC 2016
NAME / SIGNATURE

TO: **ASDS**
CID/SGOD Chiefs
EPS/PSDS/Section Heads
School Heads
All concerned

FROM: 
NATIVIDAD P. BAYUBAY, CESO VI
Officer-In-Charge
Office of the Schools Division Superintendent

SUBJECT: **Communication Allowance Allocation**

DATE : **December 20, 2016**

To boost efficiency and due to the demands for constant communication with the schools as well as other offices and agencies, a communication allowance is hereby granted to key personnel of this division with the following rates, to wit:

Division Officers – P1,000.00
(ASDS, CID & SGOD Chiefs, Admin/Budget Officers, Accountant)

EPS, PSDS, Section Heads – P799,00

School Heads – P699.00

Any utilized amount that exceeds the apportioned allowance shall be paid personally by the concerned personnel.

This Memorandum shall take effect on January 2017.

For information and guidance.