



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF BATANGAS**

Advisory No. **011**, s. 2024

February 1, 2024

In compliance with DepEd Order (DO) No. 8, s. 2013  
this advisory is issued not for endorsement per DO 28, s. 2001,  
but only for the information of DepEd officials,  
personnel/staff, as well as the concerned public.  
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**CERTIFICATE OF COMPENSATION PAYMENT/TAX WITHHELD  
(BIR FORM 2316) SDO PREPARATION / PRINTING AND RELEASE;  
HOLD IN ABEYANCE**

In view of the Revenue Memorandum Circular No. 16-2024 on the Submission of Alphabetical List of Employees/Payees from Whom Taxes Were Withheld stating that an updated version of Alphalist Data Entry and Validation Module will be made available on an indefinite date/time, printing and field dissemination of BIR Forms 2316 is on hold.

Sub offices who have received/picked-up their station's BIR Forms 2316 are advised to discontinue the processing.

A separate advisory shall be posted upon the availability of newly printed BIR Forms 2316.

For your information and compliance.