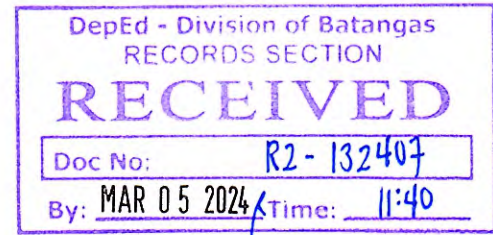




Republic of the Philippines  
**Department of Education**  
 REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF BATANGAS**



Advisory No. 027, s. 2024

March 5, 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.  
 (Visit [depedcalabarzon.ph](http://depedcalabarzon.ph))

**CERTIFICATE OF COMPENSATION PAYMENT/TAX WITHHELD FOR  
 COMPENSATION PAYMENT WITH OR WITHOUT TAX WITHHELD  
 (BIR FORM 2316)**

- The Certificate of Compensation Payment/Tax Withheld for Compensation Payment With or Without Tax Withheld (BIR Form 2316) of employees (2 copies for each employee) in the following suboffices are now available for pick up at the SDO Records Section:

	SUBOFFICE	DIVISION-STATION CODE
1	Senior High School (Teaching & Non-Teaching Personnel) <i>*per school</i>	007-700 & 701
2	Sto. Tomas - Senior High School (Teaching Personnel)	007-702
3	Sto. Tomas - Senior High School (Non-Teaching Personnel)	007-703
4	Ananias C. Hernandez NHS (Arumahan NHS)	007-502
5	Balibago-Biga NHS	007-504
6	Banyaga NHS	007-508
7	Bayanan NHS	007-510
8	Bigain NHS	007-514
9	Bilogo NHS	007-516
10	Bolbok NHS	007-517
11	Bukal NHS	007-520
12	Cahil NHS	007-521
13	Jaybanga NHS	007-522
14	Ilat NHS	007-527
15	Inicbulan NHS	007-528
16	Kaylaway NHS	007-529
17	Lucban NHS	007-532
18	Macalamcam-B NHS	007-537
19	Malabrigo NHS	007-538
20	Malaking Pook NHS	007-539



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City  
 (043)722-1840 / 722-1796 / 722-1437 / 722-2675 / 722-1662

✉ [deped.batangas@deped.gov.ph](mailto:deped.batangas@deped.gov.ph)

🌐 [www.depedbatangas.com](http://www.depedbatangas.com)



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21	Malapad Na Bato NHS	007-541
22	Matabungkay NHS	007-544
23	Mayuro NHS	007-545
24	Palakpak NHS	007-548
25	Pinagbayanan NHS	007-552
26	San Isidro NHS (Taysan)	007-554
27	San Piro NHS	007-558
28	San Vicente Manalupang NHS	007-559
29	Maria Paz Fronda NHS (Santiago De Guzman NHS)	007-560
30	Papaya NHS	007-566
31	Tumalim NHS	007-567
32	Tilambo NHS	007-568
33	Timbugan NHS	007-569
34	Tulos NHS	007-572
35	Bulihan NHS	007-580
36	Don Julio Leviste MNHS	007-581
37	F.G. Perez NHS	007-582
38	Cuenca NHS	007-584
39	Batangas Province Science High School	007-586
40	Alupay NHS	007-587
41	Agoncillo NHS (Subic NHS)	007-592
42	Nagsaulay NHS	007-594
43	Itlugan NHS	007-622
44	San Isidro NHS (Malvar)	007-623
45	Malapad Na Parang NHS	007-625
46	Batangas Culture and Arts HS	007-626
47	Sampiro NHS	007-627
48	Saint Isidore NHS	007-628
49	Dr. Bonifacio Masilungan NHS	007-629
50	San Nicolas NHS	007-630
51	Tuy NHS	007-631
52	Mabini NHS	007-632
53	Maximo T. Hernandez MNHS	007-633
54	Santiago NHS	007-634
55	Pacita Ramos MNHS	007-635
56	Bunducan NHS	007-636
57	Sen. Gil Puyat NHS	007-637
58	Apolinario Mabini NHS	007-638
59	Talisay School Of Agriculture	007-639
60	Lipahan NHS	007-640
61	Lumbang Na Matanda NHS	007-641



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62	Catandaan Yabut NHS	007-642
63	Angeles Luistro NHS	007-643
64	Rosario Technical HS	007-644
65	Aplaya NHS	007-645
66	Dionisio P Vito NHS	007-646
67	Calantas NHS	007-647
68	Puting Kahoy NHS	007-648
69	Emilia L. Malabanan Integrated School	007-649
70	Mabalor-Catandala Integrated School	007-650
71	Procopio Mailig MIS	007-651
72	San Agustin Integrated School	007-652
73	Mahanadiong NHS	007-653
74	As-Is Integrated School	007-654
75	Luya Integrated School	007-655
76	Balakilong Integrated School	007-656
77	Bugaan Integrated School	007-657
78	Sampa-Pacifico Integrated School	007-658
79	Lucsuhin Integrated School	007-659
80	Marcos Espejo Integrated School	007-660
81	Cubamba-Gahol IS	007-661
82	B.S. Marasigan MNHS	007-662
83	Libato NHS	007-663
84	Pulang Bato NHS	007-664
85	San Gregorio IS	007-665
86	Lumangbayn NHS	007-666
87	Bayawang Integrated School	007-667
88	Pinagsibaan Integrated School	007-668
89	Mabalor Integrated School	007-669

2. As per BIR Revenue Memorandum Circular No. 29-2024 dated February 26, 2024, BIR Form 2316 without the signature of concerned employee shall no longer be allowed and will not be accepted by the Bureau. Also, complete and proper information of the employees such as the following must be provided and indicated in the certificate:

- Tax Identification Number (TIN)
- Registered Address
- Home Address
- Zip Code
- Date of Birth



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City  
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- Contact Number
  - Community Tax Certificate (CTC) Number, Date and Amount Paid or Valid ID Number (Passport or Driver's License only)
3. A scanned copy of the certificate of each employee indicating the required information must be uploaded to *MS OneDrive – BIR 2316 2023* with file name format: SURNAME\_TIN\_PERIOD (*ALON\_1234567890846\_12312023*), not later than March 12, 2024, which will be subsequently submitted to the BIR. The two actual copies will serve as the employees' personal copies.
4. For your information and compliance.