



Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City  
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Office of the Schools Division Superintendent

**Division Memorandum**  
No. 309 s. 2024

August 12, 2024

**DIVISION ORIENTATION ON TAX INCENTIVES AVAILMENT IN PARTNERSHIP  
WITH BUREAU OF INTERNAL REVENUE (BIR)**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Public School Heads  
School BE Coordinators  
All others concerned

1. The Schools Division of Dagupan City will be holding a **Division Orientation on Tax Incentives Availment in partnership with BIR** on August 14, 2024 (8:30AM) at Division Training Center. This endeavor aims to attract more external stakeholders from the business sectors to support our annual Brigada Eskwela of public schools thru Adopt-A-School Program by virtue of Republic Act 8525 otherwise known as Adopt-A-School Program Act of 1998 and BIR Revenue Regulations No. 10-2003. The Bureau of Internal Revenue (BIR) officials will explain the following: (1) needed documents to prepare, (2) step by step application process for tax incentives availment and others.
2. Participants to this activity are the 39 school heads/Brigada Eskwela Coordinators.
3. Immediate dissemination of this memorandum is hereby requested.

  
**ROWENA C. BANZON EdD, CESO V**  
Schools Division Superintendent



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