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18 JUN 2015  
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Republic of the Philippines  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
*www.depednegor.net*

Tel. Nos: (035)225-2838 / 225-0667/422-7644 (Division Supt's Office); (035) 225-1623 (Asst. Sch's Div. Supt's Office);  
(835) 225-1822 (Promotional Section/EPSS); (035) 422-7643 (Cashier's Section); (035) 422-8511 (Planning Section);  
(835) 225-8987 (Record's Section); (035) 422-5283 (Admin. Section); (835) 422-0267 (Personnel Section); (035) 225-2378 (Guard/Medical/Dental Sections);  
(835) 225-2378 (ALS Section); (835) 225-7012 (PFSED Section); (035) 225-1640 & (035) 225-6188 (Accounting Section); (835) 422-3921 (Supply Section)

June 16, 2015

**MEMORANDUM**

**TO :** **MS. MA. JENNIFER P. PIDOS**  
**Accountant III**

This Office

You are hereby requested to attend a briefing/seminar on how to use/enroll in Electronic Tax Remittance Advise (eTRA) System on June 17, 2015 at 8:30 AM at 2<sup>nd</sup> Floor, Marian Hall, Cathedral Compound, Perdices Street., Dumaguete City.

Attached is a communication dated June 15, 2015 from Carolina A. Carcallas, OIC-Revenue District Officer, Bureau of Internal Revenue, Dumaguete City.

For your information, guidance and compliance.

GOD BLESS!

**SALUSTIANO T. JIMENEZ, CESO VI**  
Schools Division Superintendent

STJ/bing

*\*EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat*

**ANGAT PA  
PINASI!**

Republic of the Philippines  
Department of Finance  
**BUREAU OF INTERNAL REVENUE**  
Revenue Region No. 12  
Revenue District No. 79  
Dumaguete City



June 15, 2015

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**SALUSTIANO JIMENEZ**  
School Division Superintendent  
DEPeD, Division of Negros Oriental  
Capitol Area, Dumaguete City

Sir:

This has reference to the continuing efforts of this Bureau to ensure the strict compliance by all concerned National Government Agencies (NGAs) on the use of the Electronic Tax Remittance Advice (eTRA) System prescribed under Revenue Regulations No. 1-2013.

Please be informed that based on the report generated by the National Office - Information System Group (ISG) your school/agency is not yet enrolled/using the eTRA System.

To give you the appropriate information about eTRA System, we would like to invite you or any of your financial staff to a briefing/seminar on how to use/enroll in eTRA, that will be on **June 17, 2015 at 8:30 AM at 2<sup>nd</sup> Floor, Marlan Hall, Cathedral Compound, Perdices St., Dumaguete City.**

Your presence is very important in this occasion.

Best Regards!!!

Very truly yours,

  
**CAROLINA A. CARCALLAS**  
OIC-Revenue District Officer

**ANGAT PA  
PINAS!**

Republic of the Philippines  
Department of Finance  
**BUREAU OF INTERNAL REVENUE**  
Revenue Region No. 12  
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Dumaguete City



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OIC-Revenue District Officer