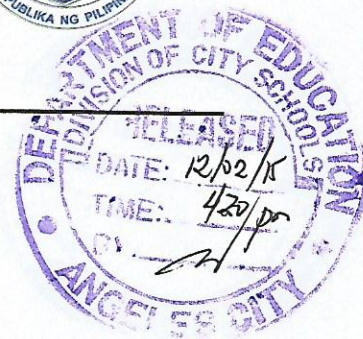




Department of Education  
Region III  
DIVISION OF CITY SCHOOLS  
Angeles City

Jesus Street, Pulungbulu, Angeles City  
Tel. No. (045) 322-5722; 888-0582 / Fax Nos. (045) 322-4702; 887-6099




Division Memorandum  
No. 307, s. 2015

To : All DepEd-Division of Angeles City Employees  
Subject : Deadline for Submission of CY 2015 Claims  
Date : December 2, 2015

In line with the upcoming closing of books for year-end December 31, 2015, **ALL Claims** such as *Salaries, Differentials and other Benefits, and Reimbursements* MUST be received by the Accounting Office on or before **December 11, 2015** to ensure its timely release.

Immediate and wide dissemination of this Memorandum is highly appreciated.

  
**LEILANI S. CUNANAN, CESO VI**  
OIC - Schools Division Superintendent