



Republic of the Philippines
Department of Education
National Capital Region
SCHOOLS DIVISION OFFICE
Quezon City, Metro Manila
Nueva Ecija St., BagoBantay, Quezon City



C E R T I F I C A T I O N

Pursuant to the Memorandum issued by Hon.Mayor Ma. Josefina G Belmonte Date March 17, 2020 on Guidelines for the Alternative Work Arrangements during the Period of “Enhance Community Quarantine” in reference to Civil Service Commission’s (CSC) Announcement No. 13 series of 2020 referencing the Memorandum Circular Sign by the Executive Secretary date March 16, 2020 this certification is being Issued For the following teaching and non-teaching personnel of (School/Station Name) who are entitled for the payment of Supplemental allowance for the month of (Coverage Month, Year).

NO	EMPLOYEE NO.	EMPLOYEE NAME
1	1234567	Ex. DELA CRUZ, JUAN
2	NEW	
3		

Nothing follows

This Certification is being issued as a requirement for claiming of **SUPPLEMENTAL ALLOWANCE** for the month of (Coverage Month, Year). And for whatever legal purpose it may serve them

(Authorized Signatory’s full name)

(Authorized Signatory’s designation)
