MEMORANDUM TO: ALL POEA EMPLOYEES

A representative from the Bureau of Internal Revenue (Office of the Mayor, Mandaluyong), Atty. Zagala, will be available on March 11, 1985, 9:00 A.M. at the PDOS Room to brief us on the proper accomplishment of the ITR forms.

Atty. Zagala will have with her a bank representative with whom we can file our returns and accept tax payments.

For your information,

PATRICIA A. STO. TOMAS
Administrator

March 7, 1985