



Republic of the Philippines
Department of Education
 REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

February 25, 2025

DIVISION MEMORANDUM

No. 136, s. 2025

**ELECTION OF OFFICERS OF THE DIVISION FEDERATED
 PARENTS-TEACHERS' ASSOCIATION (DFPTA)**

TO : Assistant Schools Division Superintendent
 Chief Education Supervisors
 Education Program Supervisors
 Public School District Supervisors
 Unit Heads
 School Heads

1. Pursuant to DepEd Order no. 13, s. 2022 known as **"Omnibus Guidelines on the Regulation of Operations of Parent-Teacher Associations (PTA)"**, this office through the Social Mobilization and Networking Unit under the School Governance and Operations Division will be holding an Election of the Division Federated PTA Officers for SY 2025-2026 on August 22, 9:00am at the Division Conference Hall.

2. The following positions shall be opened for the elections:
- Chairman
 - Vice-Chairman
 - Secretary
 - Treasurer
 - BOD's

3. The participants to the elections are as follows:

LEVEL	POSITION
School Level	Grade Level Chairperson
District Level	School Chairperson
Division Level	Districts Chairperson

4. Voting shall be by secret balloting to be managed by Election Board of Canvassers.



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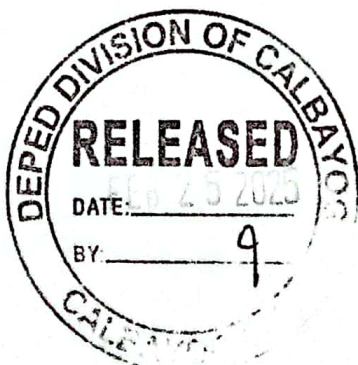
5. School Heads are requested to conduct the election for School Parent-Teachers Association prior to the district level election.
6. Districts heads are enjoined to facilitate the conduct of election for District Parents-Teacher Association.
7. District Heads shall submit a shortlist of the district set of Officers after the election, using the template below:

DISTRICT: _____

Position	Name	Contact Number
Chairperson		
Vice-Chairperson		
Secretary		
Treasurer		
BOD's		

District Supervisor
(Signature over printed name)

8. All expenses incurred in the conduct of the division election activity shall be charged against the Partnership Support Funds - Building Partnerships and Linkages Program (PSF-BPLP) subject to the usual accounting and auditing rules and regulations.
9. This Memorandum serves as the **Travel Authority** of the participants.
10. For the information and guidance of all concerned.



~~MARGARITO A. CADAYONA JR. Ph.D, CESO VI~~
OIC-Schools Division Superintendent



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