

2503-1712



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 163, s.2025

REITERATION OF DEPED ORDER NO. 13, S. 2022 OR THE OMNIBUS GUIDELINES ON THE REGULATION OF OPERATIONS OF PARENT-TEACHER ASSOCIATIONS

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID & SGOD)
Unit and Section Heads
Public School Heads
All Teaching and Non-Teaching Personnel

1. The Department of Education issued DepEd Order No. 13 or the Omnibus Guidelines on the Regulations of Operations of Parent-Teacher Associations in order to streamline the process for managing PTA affairs including financial management and transparency of PTA operations.
2. This Division issues this reiteration in order to provide guidance to School Heads and DepEd personnel on the proper procedures involving PTA funds.
3. Art. VII, Sec. 26 of DO 13, s. 2022 provides that PTA Membership Dues are considered DepEd-Authorized Voluntary School Contributions, in which non payment shall not be a ground for disqualification of a parent/guardian as a PTA member.
4. In the same vein, only PTA membership dues shall be collected from Kindergarten to Grade 4 learners, no other voluntary school contributions shall be collected.
5. For Grade 5-12 learners, DepEd authorized voluntary school contributions are as follows:

CONTRIBUTIONS	AMOUNT PER LEARNER
Philippine Red Cross	Php 50.00
PTA Membership Dues	Reasonable amount to be determined by SPTA-BOD
Learner Organizations	Based on existing school policies
BSP & GSP	Php 50.00 and Php 50.00
School Publication Elementary	Php 60.00



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
Email Address: vigan.city@deped.gov.ph
Website: www.depedvigancity.com



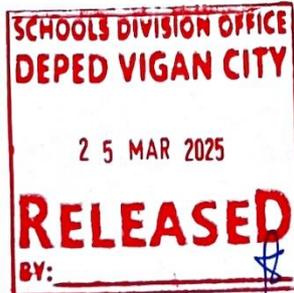
Your Feedback is important to us. Visit this link bit.ly/SDOViganCityCSM



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

School Publication High School	Php 90.00
Anti-TB Fund Drive	Php 5.00

6. No other school personnel aside from the PTA Treasurer shall collect fees and safekeep or disburse PTA funds.
7. Collection of PTA fees shall be collected only once within a school year from parent/guardian-members on a voluntary basis.
8. In no case shall the non-payment of PTA fees be made as a basis of non-admission, non-promotion, or non-issuance of a Report Card, Certificate of Good Moral Character, and/or school clearance or denial of any benefit to a student by the school concerned.
9. Finally, ALL SPTAs must be required to open and maintain an "and/or" bank account with a passbook, preferably a checking account, in a reputable bank as determined by the SPTA-BOD in the name of the Chairperson, Vice-Chairperson, and Treasurer.
10. For widest dissemination, information, and compliance.



VILMA D. EDA, CESO V
Schools Division Superintendent



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
Email Address: vigan.city@deped.gov.ph
Website: www.depedvigancity.com



Your Feedback is important to us. Visit this link bit.ly/SDOViganCityCSM