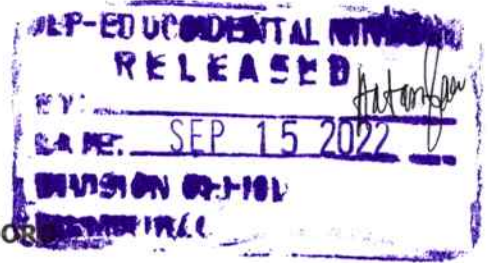




Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF OCCIDENTAL MINDORO



Office of the Schools Division
Superintendent

September 15, 2022

DIVISION MEMORANDUM
No. 000341, s. 2022

**SUBMISSION OF ANNUAL FINANCIAL REPORTS
OF PARENT-TEACHERS ASSOCIATIONS**

To: OIC, Office of the Asst. Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Parents-Teachers Association Officers
All Others Concerned

1. In adherence to DepEd Order No. 13, s. 2022 titled **Omnibus Guidelines on the Regulation of Operations of Parents- Teachers Association**, Article VII, section 27.6.7 and 27.6.8 respectively states that:

“A report on the PTA Operations duly signed by its officers shall be submitted twice every SY (at the end of each semester or two quarters); the BOD Officers must always attach a copy of the updated passbook, updated machine-validated outstanding balance for the reference month, a listing of all resolutions passed and a summary of all petty cash vouchers and collection receipts issued for the period being reported.”

2. Relative to this, all public elementary and secondary PTAs are reminded to submit duly signed Annual Financial Statement for SY 2021-2022 through their School Head copy furnished the Schools Division Office while Municipal and Division Federation PTA report shall be sent to email address socmob.occ@gmail.com on or before September 23, 2022 for submission at the Regional Office.

SGOD-SOCMOB/SVJ



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3. Widest dissemination of and compliance to this Memorandum are desired.



LYNN G. MENDOZA, EdD

Assistant Schools Division Superintendent *gc*
Officer-in-Charge

Office of the Schools Division Superintendent