




Republic of the Philippines
Department of Education
Region XII
Division of Sarangani
Alabel



Division Memorandum
No. 306 s, 2014

To : District Supervisors, Principals In-charge/ School Heads
Out-going PTA Federated Officers SY 2013-2014
Incoming PTA Federated Officers SY 2014-2015
This Division

From :  **ISAGANI S. DELA CRUZ, CESO V**
Schools Division Superintendent

Subject : **Division Federated PTA Turn-over & Awarding**

Date : September 10, 2014

1. Division Federated PTA Officers both out-going and incoming will join the division MANCOM on September 12, 2014 to be held at Lun Padidu NHS, Malapatan Sarangani.
2. Out-going Officers will turn-over all accountabilities to the incoming officers of the Federated PTA by a ceremony to be undertaken during the program.
3. Recognition ceremony will likewise be done, thus the presence of these PTA officers are needed.
4. School Heads whose schools are where these Federated PTA Officers originate are responsible to bring them along during the MANCOM.
5. Travelling expenses and other expenses related to the MANCOM are chargeable against school funds subject to usual accounting rules and regulations.
6. Wide dissemination of this memorandum is required.