DIVISION MEMORANDUM
No. 384, series of 2016.

TO : Chiefs, CID and SGOD
     Public Schools District Supervisors
     Public and Private Elementary and Secondary School Heads
     Teachers and Parents
     All Others Concerned

FROM : DEE D. SILVA, DPA, CESO VI
       Schools Division Superintendent

SUBJECT : ELECTION OF OFFICERS
          DIGOS CITY FEDERATION OF PARENTS-TEACHERS ASSOCIATION

DATE : July 25, 2016

1. Pursuant to DepEd Order No. 77, s. 2009 and DepEd Order No. 83, s. 2009, Guidelines for the Conduct of Elections of the PTA at the School Level and Their Federations, the following shall be observed by public elementary and secondary schools every school year:
   a. The organization of Homeroom PTAs and election of their officers from among the parents/guardians shall be held within fifteen (15) days from the start of the school year;
   b. The election of the members of the Board of Directors (BOD) of the School PTA from among the elected Homeroom Presidents and Homeroom Advisers shall be held within thirty (30) days from the start of the school year;
   c. The election of Officers of the School PTA from among the BOD members shall be on the same day of their election to the BOD; and
   d. The election of Officers of the Municipal/City Federations of PTAs from among the Presidents of School PTAs of all public elementary and secondary schools shall be held within forty-five (45) days from the start of the school year.

2. For the election of Officers of the Federation of PTA - Digos City, the schedule will be on August 2, 2016 Tuesday 9:00 AM at the Ramon Magsaysay Central ES - Library. It will also serve as an avenue for the presentation of accomplishment report of the outgoing/incumbent Federation Officers for SY 2015-2016, and the first meeting of the incoming Federation Officers for SY 2016-2017.

3. For queries, you may contact Engr. Peter July Sorongon at 0948 672 8841 or Anamerthyl L Regala at 0909 5508530. The softcopy of this memorandum may be accessed at www.deppedigoscity.org/memo.

4. For wide dissemination and compliance.