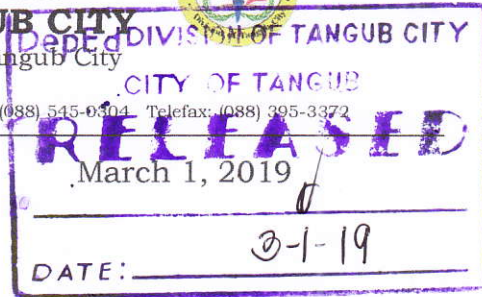




DIVISION OF TANGUB CITY
Anecito Siete St., Mantic, Tangub City

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DIVISION MEMORANDUM
No. 057, s. 2019

Reiteration of the “NO COLLECTION POLICY”

To: **Chief Education Supervisors (SGOD and CID)**
Elementary and Secondary School Heads
Unit/ Section Heads
All others concerned
This Division

1. As we carry out the constitutional mandate to provide all Filipino learners with free basic education in public elementary and secondary schools, and to address the urgent need to minimize, if not eliminate, financial constraints among parents/guardians during the opening of classes, and to implement effective school/classroom management, this Office strongly reiterates compliance to a number of issuances and guidelines as follows:

1.1 DepEd Memorandum No. 143, s. 2016 entitled “*Reiteration of the No Collection Policy from the Parents-Teachers Association*” explicitly restates the following policies:

- a. **no fees shall be collected from school children in Kindergarten up to Grade 4 anytime during the School Year (SY);**
- b. no collection of fees shall be made for Grade 5 to High School learners from June to July;
- c. starting August until the end of the SY, the following membership fees and contributions may be collected on a **voluntary basis**:

Membership Fee/ Contribution	Amount/ Learner	Reference
Boy Scouts of the Philippines (BSP)	P 50.00	DepEd Memorandum (DM) 513, s. 2009
Girl Scouts of the Philippines (GSP)	P 50.00	DM 235, s. 2009
Philippine National Red Cross (PNRC)	P 50.00	DO 66, s. 2012
Anti - TB Fund Drive	P 5.00	DO 31, s. 2001
Parents-Teachers Association (PTAs)	Reasonable amount to be determined by the PTAs General Assembly	DO 54, s. 2009
School Publication	P 60.00	DO 19, s. 2008
Membership in pupil/ student organizations	Based on existing school policies	DO 48, s. 2009

1.2 DepEd Order No. 41, s. 2012 entitled “*Revised Guidelines on the Opening of Classes*” accordingly, the **implementing policies on the collection of voluntary school contributions (VSCs)** shall be strictly observed.

- a. The Parents-Teachers Association (PTA) may collect contributions starting August only after presenting to their members and to the



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school head/ principal a **Report on the Utilization of the Previous School Year's Collections** and the **current SY Proposed Budget with Program of Activities** taking into account the following:

- i. The amount of contributions to the PTA shall be agreed upon during the General Assembly pursuant to DepEd Order No. 54, s. 2009; and shall be concurred in by the school head/ principal. (The concurrence of the school head/ principal on the amount of **voluntary school contributions shall not be interpreted** to mean that the contributions are mandatory).
 - ii. PTAs are enjoined to **refrain from setting exorbitant amounts for voluntary school contributions**. In consideration of the many expenses that parents incur in sending their children to school, the PTAs are encouraged to minimize the amount of contributions for graduation ceremonies and extra-curricular activities as well as minimize requests for in-kind contributions.
 - iii. The contribution to the PTA shall be on a per member basis, regardless of the number of children that the member has enrolled in the school;
 - iv. The PTAs are encouraged to open and maintain a bank account to manage its collections and budget; and
 - v. The Division PTA Affairs Committee shall strictly monitor that activities of the PTAs and their compliance with reports and other requirements.
- b. The publication of the school newspaper, although not mandatory, is strongly encouraged in line with the promotion of the campus journalism program at the elementary and secondary levels.
- c. *No teacher, school principal nor school personnel shall collect fees or contributions, nor shall they be entrusted with the safekeeping and disbursement of collections made by the PTA pursuant to the **Code of Ethics for Professional Teachers** (as provided for in Article XI of Republic Act. No. 7836). Teachers shall not act, directly or indirectly, as agent of any commercial venture, nor shall they be financially interested, of which they can exercise official influence. Hence, teachers, school officials and school personnel are prohibited from selling or requiring the purchase of locally-produced workbooks, instructional materials, test booklets, school supplies and other items;*
- d. The membership fees for student/ pupil organizations shall be set by the organization subject to existing school policies on student organizations.
- e. If the collection of school publication fees and other club memberships are coursed through the PTA as requested by the concerned organization, the amount collected shall immediately be remitted to the school or organization on the day of collection. No service fee shall be charged to the school or pupil/ student organization by the PTA.

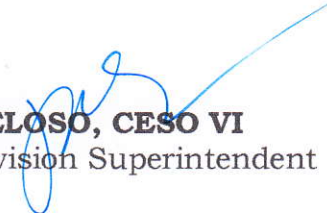


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- f. It is stressed that **in no case shall non-payment of voluntary school contributions or membership fees be made a basis for non-admission, non-promotion or non-issuance of clearance to a student by the school concerned.**
 - g. **Non-compliance** with the provisions of this DepEd Order shall be ground for **cancellation of the PTA's recognition** and/ or filing of appropriate charges as the case may be.
- 1.3 Division Memorandum No. 294, s. 2018 entitled "*Reiterating Division Memorandum No. 168, s. 2018*"
- a. Allowable contributions/ donations mentioned in the above mentioned DepEd Order and Memoranda maybe collected from the parents on **voluntary basis** by the Parents – Teachers Association (PTA), not by the teachers nor school heads.
 - b. When there is a dire need for schools to raise funds from the teachers and other stakeholders for certain activities, it shall be on **voluntary basis.**
 - c. A detailed financial statement on the utilization of said voluntary contribution/ donation from the parents, teachers and stakeholders shall be presented during the PTA assembly and shall be posted on the transparency board. A copy of said financial statement shall also be provided to all who have shared or contributed for certain activities/ projects.
- 1.4 Division Memorandum No. 168, s. 2018 entitled "*Reiteration of No Collection Policies*"
- a. This Office consistently reminding all personnel in public elementary and secondary schools to refrain from imposing and collecting "compulsory" contributions among their students.
 - b. All DepEd issuances pertaining to collection of fees and/ or contributions shall strictly be on **VOLUNTARY** basis and shall be undertaken by the PTA which is recognized by the school. No DepEd personnel shall receive any of these voluntary contributions.
 - c. There must be proper financial reports for any donation/ voluntary contribution.
2. Immediate and wide dissemination of this Memorandum is desired.


JEAN G. VELOSO, CESO VI
OIC - Schools Division Superintendent

JGV/ abm/ 03/01/19