



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION



January 8, 2024

**REGIONAL MEMORANDUM**  
 ORD No. 0-16, s. 2024

**To:** Schools Division Superintendents  
 All Others Concerned

**REGIONAL FEDERATION OF PARENT-TEACHER ASSOCIATION ELECTION**

1. Pursuant to DepEd Order No. 13, s. 2022, titled Omnibus Guidelines on the Regulation of Operations of Parent-Teacher Associations (PTAs), the Region shall oversee PTA division/school governance, operations, and affairs. This will enable and strengthen coordination at the division and regional levels on PTA-related policies and decisions.
2. In this connection, this Office will conduct the Regional Federation of PTA Election and meeting on January 19, 2024, 9:00 a.m. to 4:00 p.m., at DepEd National Capital Region (NCR) -ESSD Technical Room, to be attended by the elected Division Federation of PTA (DFPTA) Presidents. Division Offices shall submit the name and picture of the elected DFPTA President through this link : [bit.ly/RFPTA2024](https://bit.ly/RFPTA2024) on or before January 16, 2024.
3. For inquiries and concerns, please contact Dr. Gina L. Cruz, Senior Education Program Specialist, Education Support Services Division at this email : [gina.cruz002@deped.gov.ph](mailto:gina.cruz002@deped.gov.ph)
4. For compliance and immediate dissemination.

  
**JOCELYN DR. ANDAYA**  
 Director IV

/essd/RFPTA.Election-glc



Address: Misamis St., Bago Bantay, Quezon City  
 Email address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
 Website: [depedncr.com.ph](http://depedncr.com.ph)

Doc. Ref. Code	RO-ORD-F004	Rev	00
Effectivity	01.26.23	Page	1 of 2



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

**REGIONAL FEDERATION OF PARENTS-TEACHERS ASSOCIATION ELECTION**  
January 12, 2024

**Program of Activities**

	Arrival and Registration	
8:30 - 9:00 a.m.	Registration and attendance	
9:00 - 9:15 a.m.	❖ National Anthem ❖ Prayer ❖ House Rules ❖ Acknowledgement of Participants	<b>AVP</b>
9:16 - 9:30 a.m.	Opening Message	<b>Cristito A. Eco</b> Assistant Regional Director
	Election Procedure	<b>Gina L. Cruz</b> Senior Education Program Specialist / Regional Youth Formation Coordinator
9:31 - 9:50 a.m.	Break	
9:51 - 11:00 a.m.	2-minute self- introduction of the Division FPTA Presidents	
11:00 a.m. – 12:00 noon	Election Proper Announcement of Winners	<b>Gina L. Cruz</b> Senior Education Program Specialist / Regional Youth Formation Coordinator
12:00 noon - 1:00 p.m.	Lunch Break	
1:01 - 1:30 p.m.	Congratulatory Message and Oath-taking	<b>Jocelyn DR. Andaya</b> Director IV
1:31 - 4:30 p.m.	Planning Meeting	
4:31 - 4:45 p.m.	Closing Message	<b>Joan R. Pedroche</b> Project Development Officer IV Officer-in-Charge Chief, Education Support Services Division
4:46 - 5:00 p.m.	Q&A	



Address: Misamis St., Bago Bantay, Quezon City  
Email address: ncr@deped.gov.ph  
Website: depedncr.com.ph