



Republic of the Philippines  
**Department of Education**  
CARAGA REGION

OCTOBER 28 2025

REGIONAL MEMORANDUM

No. **1143**, s. 2025

To: Schools Division Superintendents  
School Heads and Teachers  
Parents-Teachers Associations  
All Others Concerned

REITERATION OF THE VOLUNTARY NATURE OF PTA CONTRIBUTIONS AND  
OTHER AUTHORIZED FEES

1. This Office reiterates the provisions of DepEd Order No. 13, s. 2022 (Omnibus Guidelines on the Regulation of Operations of Parent-Teacher Associations (PTAs) particularly on the collection and management of PTA contributions, authorized fees, and other voluntary school contributions (VSCs).
2. This issuance aims to ensure full adherence to the **voluntary nature** of these contributions and to prevent any form of **compulsory collections**.
3. While Section 26 of the said Order allows all PTA collections beginning on the **third month** of classes until the end of the School Year, it must be emphasized that:
  - a. The collection of VSCs shall only be allowed through the PTAs: Provided that, the collection of VSCs and performance of other financial transactions shall only be allowed whenever they **support** the **programs** and **activities** identified in the **SIP**: Provided further, that it shall be done in close coordination with the homeroom adviser and/or the school head concerned.(26.1)
  - b. The collection of VSCs shall be **strictly** on a **voluntary basis**. (26.2.3.1)
  - c. In no case shall the non-payment of VSCs be made as a basis for non-admission, non-promotion, or non-issuance of a Report Card, Certificate of Good Moral Character, and/or school clearance or denial of any benefit to a student by the school concerned. (26.2.3.8)

Accordingly, **no learner, parent, or guardian shall be required, pressured, or coerced to pay any PTA fee or contribution; nor shall such payments be tied to grades, extra points, or any academic incentive.**

4. Further provisions of the same Order state:
  - a. PTAs shall refrain from setting exorbitant amounts for VSCs. (26.2.3.3)

- b. PTA membership fees shall be collected only once within a school year from parent/ guardian-members, regardless of the number of their learners in the school (26.2.3.4)
- c. No other school personnel, except those allowed under Sections 26.2.3.5, 26.2.3-7, 29.1 and other relevant sections hereof, shall collect fees from learners, nor shall they safekeep and/or disburse such funds. (26.2.3.6)

Accordingly, only the PTA treasurer, the Collecting and Disbursing Officer (11.7.2.4.1), or the SPTA-BOD-approved representative (26.2.3.5) shall be involved in the collection and handling of PTA funds, in line with other relevant guidelines in the said Order, and subject to proper accounting and auditing procedures.

5. All school heads/principals are directed to strictly implement these and other related provisions and immediately **prevent** any **unauthorized** or **compulsory** collection of funds in their respective schools.

6. For immediate and wide dissemination.

**MARIA INES C. ASUNCION**

Director IV  
Regional Director

Encl.: None

Reference: DepEd Order (No. 13, s. 2022)

To be indicated in the Perpetual Index  
under the following subjects:

FEES

ORD/jmrm  
10/23/2025