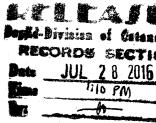


## Region V (Bicol) DIVISION OF CATANDUANES Virac, Catanduanes



July 28, 2016

**Division Memorandum** No, <u>75</u> s. 2016



## CLARIFICATION TO SOLICITATION RESTRICTION (Rule X of RA 6713)

TO: Public Schools District Supervisor
Elementary/Secondary School Principals
Teachers
All concerned

- Corollary to Rule X of Republic Act No. 6713, re: Solicitation Restriction, sending of Solicitation letter to elective Officials, both Provincial and Municipal levels is strongly discouraged.
- 2. The following Reminders, Standards and Guidelines are formulated for Information, Guidance and Compliance of all concerned:
  - a. Expenses (to be incurred) during PTA Inauguration, Student/Pupil Government, and similar/related activities should not be sourced out from solicitation; rather School MOOE will be used. Extravagant or lavish spending during programs and celebrations, and the use of COMBO should be avoided.
  - b Programs, activities and projects needing financial assistance/support from School MOOE and SDO/Local fund, School Heads concerned are advised to prepare a Budget Proposal and submit to SDS c/o the SGOD for evaluation, appropriate action and approval.
  - c. Expenses of (either) Teacher, School Officials, Non-Teaching Personnel during educational tour, personal travel, vacation, travel abroad, and the like should not be borne through solicitation or sponsorship.
  - d. Where solicitation is unavoidable, the letter should be forwarded to the Schools Division Superintendent for endorsement and transmittal to concerned Head of Offices.
- 3. Widest and immediate dissemination of this memorandum is desired.

SOCORRO V. DELA ROSA, CESO VI Schools Division Superintendent