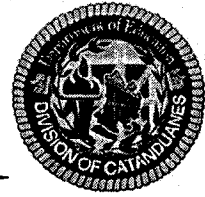




Republic of the Philippines
 Department of Education
 Region V (Bicol)
DIVISION OF CATANDUANES
 Virac, Catanduanes



April 13, 2016

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DIVISION MEMORANDUM
 No. 36 s. 2016

ORGANIZATION OF DIVISION TEACHERS ASSOCIATION

To: Chief CID and SGOD
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary and Secondary School Heads

1. In order to establish proper representation of Teachers' Group in any division, regional, national activity/ies, a Division Teachers Association shall be organized in the elementary and secondary level.
2. The association shall be composed of set of officers duly elected from among the Teacher I to Master Teacher positions in the elementary and secondary schools.
3. The officers of the Teachers Association in the school, district, and division level are the duly elected President, Vice-President, Secretary, Treasurer, Auditor, Public Information Officer, Peace Officer(s) and School/District Representative.
4. The duly elected President in the School Level Teachers Association shall represent in the District Teachers Association Election. Likewise, all District Teachers Association Presidents shall be the representatives in the Division Teachers Association Election in the elementary level while all Secondary School Teachers Association Presidents shall be the representatives in the election of Division Teachers Association – Secondary level.
5. The schedule of the election of the Teachers Association shall be as follows:
 - School level – April 21, 2016
 - District level – April 25, 2016
 - Division level – April 29, 2016
 - AM - Elementary
 - PM – Secondary
6. For information, dissemination, guidance and compliance.

[Signature]
SOCORRO V. DELA ROSA, CESO VI
 Schools Division Superintendent *[Signature]*