



REPUBLIC OF THE PHILIPPINES
SECURITIES AND EXCHANGE COMMISSION
The SEC Headquarters
7907 Makati Avenue, Salcedo Village,
Barangay Bel-Air, Makati City, 1209, Metro Manila



COMPANY REG. NO.: 0000002779

CERTIFICATE OF FILING OF AMENDED BY-LAWS

KNOW ALL PERSONS BY THESE PRESENTS:

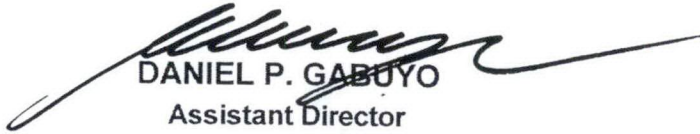
THIS IS TO CERTIFY that the Amended By-Laws of the

PHILIPPINE PUBLIC SCHOOL TEACHERS ASSOCIATION, INC.

copy annexed, adopted on October 14, 2023 by unanimous vote of the Board of Trustees and on December 9, 2023 by the vote of at least majority of the members of the corporation, and certified under oath by the Corporate Secretary and majority of the said Board was approved by the Commission on this date pursuant to the provisions of Section 47 of the Revised Corporation Code of the Philippines, Republic Act No. 11232, which took effect on February 23, 2019, and copies thereof are filed with the Commission.

IN WITNESS WHEREOF, I have set my hand and caused the seal of this Commission to be affixed to this Certificate at The SEC Headquarters, 7907 Makati Avenue, Salcedo Village, Barangay Bel-Air, Makati City, 1209, Metro Manila, this 30th day of May, Two Thousand Twenty-Five.




DANIEL P. GABUYO
Assistant Director
Company Registration and Monitoring Department

**PPSTA****Philippine Public School Teachers Association**

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"Bayani ka, gurong Pilipino. Ang PPSTA, kumakalinga sa iyo."

**AMENDED BY-LAWS
OF THE
PHILIPPINE PUBLIC SCHOOL TEACHERS ASSOCIATION, INC.**

ARTICLE I - NAME

Section 1 - The name of the organization shall be **PHILIPPINE PUBLIC SCHOOL TEACHERS ASSOCIATION, INC.**, hereinafter referred to as the "PPSTA".

ARTICLE II - OBJECTIVES

Section 1 - The objective of the PPSTA shall be to promote the interest and welfare of the Philippine public school systems and of public education personnel. Specifically, the PPSTA shall seek:

- a. To provide the course of education as an agency for Filipino nationalism and promote the principles of the ASEAN Council of Teachers + 1 (ACT+1) and Education International (EI).
- b. To protect and help its members.
- c. To keep its members in close touch with one another.
- d. To operate and maintain a mutual aid and benefit systems and related financial institutions which shall provide financial assistance to members and their designated beneficiaries or dependents.

ARTICLE III - MEMBERSHIP

Section 1 - The following may become members of the PPSTA:

- a. All teaching and non-teaching personnel of public schools in the Philippines;
- b. Personnel of the PPSTA and its local chapters;
- c. Retirees, resignees or transferees previously belonging to a) or b) above; and

d. (Deleted)

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 2 - There shall be three (3) classes of members, namely:

- a. Regular members - all members who belong to any of those listed in Section 1 and who have applied and been accepted as members of the PPSTA;

- b. Life Members – regular members who paid the duly approved life membership fee; and
- c. Honorary Members – persons who do not belong to those listed in Section 1 but have played important roles in the promotion and preservation of the welfare of the PPSTA and whose membership has been approved by the Board of Trustees upon the recommendation of a local chapter and/or member of the Board of Trustees.

Section 3 – To qualify for admission, an applicant must be a member of a local chapter of the PPSTA and his application must be endorsed by the local chapter president or his duly authorized representative or by the member of the National Board of Trustees representing the region where the applicant belongs.

Section 4 – A member may transfer from one local chapter to another subject to the guidelines issued by the Board of Trustees.

Section 5 – In order to remain in good standing, a member must be regularly paying his membership dues as set by the Board of Trustees and his premium dues as required by his plan membership.

Section 6 – Membership may be terminated for cause after due process by a vote of at least two-thirds (2/3) of the members of the Board of Trustees. Causes for termination shall include commitment of acts inimical to the interest of PPSTA including membership in an organization or association whose actual objectives and principles as manifested through specific acts and enunciated policies are contrary and inimical to the interest of the PPSTA.

ARTICLE IV – NATIONAL REPRESENTATIVE ASSEMBLY

Section 1 – The National Representative Assembly shall consist of representatives of local chapters of PPSTA chosen in accordance with the provisions of these By-Laws plus the current members of its Board of Trustees and the presidents of its seventeen (17) regional chapters.

Section 2 – Each local chapter shall be entitled to at least one delegate to the National Representative Assembly, who shall be the Division Chapter President, or in his absence, the Division Chapter Vice-President or in the absence of both the President and the Vice-President, a member of the Board of Directors of the local chapter who is duly designated for the purpose by the other members. Each local chapter may send as many delegates as it can afford, but not to exceed one delegate for every five hundred (500) bonafide members or a major fraction thereof in good standing which shall be taken from the officers of the local chapter. In case additional members are needed to compose the delegation of the local chapter, the Board of Officers may elect additional delegates from its bonafide members.

Section 3 – The National Representative Assembly shall have all the powers and functions of the general assembly of a non-stock, non-profit organization, including more specifically, the following:

- a. Approve and ratify any revision of the articles of incorporation and the by-laws of the Association;
- b. Elect the members of the Board of Trustees;
- c. Realign the composition of the regional chapters of the PPSTA;
- d. Review and revise any of the policies and programs of the PPSTA;

- e. Review, ratify or modify any decision of the Board of Trustees; and
- f. Decide or act on any matter it may deem appropriate within the bounds of the PPSTA by-laws.

Section 4- The National Representative Assembly shall meet every 2nd Saturday of December for its annual meeting. Special meetings of the National Representative Assembly may be called by the PPSTA President, upon written request of at least one-half of the local chapters, or by the Board of Trustees, upon thirty (30) days notice sent to the President or the Secretary of each local chapter and the members of the Assembly.

Section 5 - The names of the delegates chosen by the local chapters shall be submitted to the PPSTA main office not later than thirty (30) days prior to the meeting of the National Representative Assembly. Only regular and bonafide members who have paid their regular fees and dues continuously without any period of lapsation for the last five (5) years prior to the election shall be eligible for election as delegates to the National Representative Assembly.

Section 6 - The President or in his absence, the Vice-President, shall be the presiding officer of the National Representative Assembly. The President shall have the power to designate a Pro-Tempore Presiding Officer, Floor Leader and Secretary.

Section 7 - A majority of the delegates of the National Representative Assembly shall constitute a quorum and a majority of such quorum shall decide any question or issue.

Section 8 - Only officially registered delegates to the National Representative Assembly are entitled to take part in the deliberations and discussions of the Assembly.

Section 9 - Meetings of the National Representative Assembly shall be held in the main office of the PPSTA in Quezon City except when otherwise prescribed by the Board of Trustees provided that the proper notice is sent to all the members of the Assembly indicating the date, time and place of the meeting and that the place of the meeting shall be within the Philippines.

ARTICLE V - LOCAL CHAPTERS

Section 1 - The local chapter is a basic unit of the PPSTA and every member shall be a registered member of a local chapter. By a vote of majority of its members, the local chapter shall promulgate its own by-laws to govern the conduct of its affairs and prescribe the rules for its governance; provided however, that the by-laws shall be consistent with the provisions of the PPSTA by-laws and shall conform with the uniform guidelines that the PPSTA Board of Trustees shall promulgate. A local chapter may enact additional provisions in its by-laws as may be demanded by local conditions.

There shall be at least One local Chapter for every division but not to exceed the congressional districts in provincial division. An organization of public school teachers and non-teaching personnel in a Schools Division may be accredited as the local PPSTA chapter in the territory provided it has no less than 100 PPSTA members and it is able to show that it is supported by the majority of the members of the PPSTA in that Schools Division, and its by-laws conform with the minimum guidelines referred to in the preceding paragraph and are consistent with the PPSTA by-laws. Where the PPSTA members in a Schools Division are less than 100, they shall join the nearest organized local chapter of PPSTA except if they already exist and operate as a separate chapter.

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

The authority to accredit and recognize local chapters is lodged with the Board of Trustees of the PPSTA; provided however that the affiliation with, and recognition of the local chapter by, the appropriate PPSTA regional chapter shall be a condition precedent for the accreditation and recognition by the PPSTA Board of Trustees; provided further that all members of the local chapter are also members of the PPSTA if they qualify.

A Certificate of Recognition to the newly created local chapter shall be issued upon compliance of the requirements and approval by the Board of Trustees.

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 2 – Where a new Schools Division is organized, the PPSTA members therein may remain with the local chapter of their former Schools Division or organize themselves and apply for accreditation as a new local chapter of PPSTA. The new organization shall be recognized as a local chapter of the PPSTA only if it is able to show that it is supported by the majority of the PPSTA members in the new Schools Division **and upon compliance of the requirements by the new local chapter.**

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 3 – A local chapter that fails or refuse to amend its by-laws to conform with the By-laws of PPSTA and the guidelines prescribed in Section 1 hereof shall be disaffiliated from the PPSTA. **Provided, due process shall be observed.** Each local chapter shall provide the PPSTA with a copy of its by-laws and every revision thereof.

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 4 – Each local chapter shall have its own set of officers and a Board of Trustees which shall be its highest governing body. Each local chapter shall provide the PPSTA with the list of its officers and their addresses upon organization and after every election.

Section 5 – Where a local chapter is disaffiliated or dissolved, or there is a serious question as to who are its legitimate leaders, the PPSTA may recognize or accredit another eligible organization as its local chapter or proceed to organize another in lieu thereof.

Section 6 – A local chapter may be disaffiliated if the local chapter or its officers pass resolutions or perform acts against or inimical to the interest of PPSTA.

Section 7 – Meetings – The annual meeting of the members composing a chapter shall be held on such time, place and date prescribed in the Chapter By-Laws which shall, however, not be later than September 30. Special meetings of members may at any time be called by the President upon the resolution of the Board of Trustees of the Chapter or at a written request of majority of the members.

Section 8- Place of Meeting – Meetings, regular or special, of the members composing a chapter shall be held in the principal office of the chapter or at any place designated by the Board of Trustees of the Chapter.

Section 9 - Notice of Meeting - Notices for regular meetings shall be sent by the Secretary by personal delivery or by any electronic or digital platforms or by mail at least two (2) weeks prior to the date of the meeting to each member at his last known post office address or by publication in a newspaper of general circulation. The notice shall state the place, date, and hour of the meeting, and the purpose or purposes for which the meeting is called.

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Notices for special meetings may be made by written notice at least five (5) days before the meeting or by publication in a newspaper of general circulation at least two (2) weeks before the meeting. The written notice or publications shall contain the particular matters to be discussed. Only matters specified in the notice of special meeting can be the subject of motions or deliberations at such meetings.

Section 10 - Quorum - In all regular or special meeting of members of Local Chapter, at least fifty percent (50%) of all members of good standing plus one (1) must be present or represented by proxy in order to constitute a quorum. A member may be represented by a proxy, through a written notice given to the Secretary. The authorization shall be valid only on the date of meeting indicated thereon. If no quorum is constituted, the meeting shall be adjourned until the requisite number of members shall be present.

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 11 - Conduct of Meeting - Meeting of the members shall be presided over by the President, or in his absence, the Vice-President, or if none of the foregoing is in office and present, by a chairman to be chosen by the members. The Secretary shall act as Secretary of every meeting, or in his absence, the Assistant Secretary, or if both are not present, the chairman of the meeting shall appoint a secretary of the meeting.

Section 12 - Manner of Voting - During the election, a member may vote in person or by proxy executed in writing by the member.

ARTICLE VI - REGIONAL CHAPTERS

Section 1 - The local chapters of the PPSTA in every administrative region of the Department of Education shall make up the Regional Chapter of the PPSTA in that region. Where a regional association does not exist or is dissolved or disaffiliated, the PPSTA shall take the initiative of convening representatives from the local chapters within the region, in accordance with the formula for determining the delegates to the National Representative Assembly, to organize anew the regional chapter and the Regional Representative Assembly of the region.

Section 2 - The regional chapters of the PPSTA and their component local chapters may be the following:

1. Region 1 (Ilocos Region) - Ilocos Norte, Ilocos Sur, La Union, Pangasinan, Dagupan City, San Carlos City, Pangasinan, Laoag City, Alaminos City, Urdaneta City, San Fernando City, Candon City and Vigan City;

2. Region 2 (Cagayan Valley) – Cagayan I, Cagayan II, Isabela, Nueva Viscaya, Batanes and Quirino;
3. Region 3 (Central Luzon) – Bulacan, Pampanga, Tarlac, Zambales, Bataan, Nueva Ecija, Aurora, Angeles City, Tarlac City, San Jose del Monte City, Malolos City, Palayan City, San Jose City, Munoz City, Gapan City, Balanga City, City of San Fernando, Cabanatuan City and Olongapo City;
4. Region 4-A (CALABARZON) – Cavite, Laguna, Batangas, Rizal, Quezon Province, Batangas City, Cavite City, Lipa City, Lucena City, San Pablo City, Antipolo City, Tagaytay City, Tanauan City and Trece Martirez City;
5. Region 4-B (MIMAROPA) – Mindoro Oriental, Mindoro Occidental, Marinduque, Romblon, Palawan, Puerto Princesa and Calapan City;
6. Region 5 (Bicol) – Sorsogon, Albay, Camarines Norte, Camarines Sur, Catanduanes, Masbate, Iriga City, Legaspi City, Tabaco City, Ligao City, Masbate City, Sorsogon City and Naga City;
7. Region 6 (Western Visayas) – Negros Occidental, Negros Oriental, Capiz, Antique, Aklan, Iloilo, Guimaras, Bacolod City, San Carlos City, Cadiz City, La Carlota City, Bago City, Iloilo City, Silay City, Roxas City, Kabankalan City, Sagay City, Passi City, Victorias City, Escalante City, Talisay City, Himamaylan City and Sipalay City;
(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)
8. Region 7 (Central Visayas) – Bohol, Cebu, Negros Oriental, Siquijor, Cebu City, Lapu-Lapu City, Toledo City, Dumaguete City, Mandaue City, Tagbilaran City, Tanjay City, Bayawan City, Danao City, Talisay City and Bais City;
9. Region 8 (Eastern Visayas) – Leyte 1, Leyte 2, Leyte 3, Leyte 4, Leyte 5 Southern Leyte 1, Southern Leyte 2, Samar 1, Samar 2, Bay Bay City, Northern Samar 1, Northern Samar 2, Borongan City, Catbalogan City, Maasin City, Southern Leyte, Northern Samar, Eastern Samar, Biliran, Calbayog City, Tacloban City and Ormoc City;
(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)
10. Region 9 (Western Mindanao) – Zamboanga del Sur, Zamboanga del Norte, Zamboanga-Sibugay, Zamboanga City, Dipolog City, Pagadian City, Dapitan City, and Isabela de Basilan City;
11. Region 10 (Northern Mindanao) – Bukidnon, Misamis Occidental, Misamis Oriental, Lanao del Norte, Camiguin Island, Cagayan de Oro City, Gingoog City, Ozamiz City, Iligan City, Malaybalay City, Tangub City, Valencia City, and Oroquieta City;
12. Region 11 (Southern Mindanao/Davao Region) – Davao del Norte, Davao del Sur, Davao Oriental, Compostela Valley, Davao City, Panabo City, Tagum City, Digos City, and Island Garden City of Samal;

13. Region 12 (Central Mindanao/SOCCSKSARGEN) – North Cotabato, Sultan Kudarat, Sarangani, South Cotabato, General Santos City, Kidapawan City; Koronadal City, Tacurong City and Regional Office Chapter;
14. Region 13 (CARAGA) – Agusan del Norte, Agusan del Sur, Surigao del Sur, Surigao del Norte, Siargao, Butuan City, Surigao City, Dinagat Island, Bislig City, and **Cabadbaran City, Bayugan City, and Tandag City**;
(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)
15. Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) – Lanao del Sur I, Lanao del Sur II, Maguindanao, Sulu, Tawi-Tawi, Basilan Province, Marawi City, **Cotabato City and 63 Barangays in North Cotabato belonging to BARMM**;
(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)
16. Cordillera Administrative Region – Abra, Benguet, Mt. Province, Kalinga, Apayao, Ifugao and Baguio City;
17. National Capital Region – Manila, Quezon City, Makati, Caloocan, Muntinlupa, Navotas-Malabon, Valenzuela, Las Pinas-Taguig-Pateros, Marikina, Paranaque, Pasig-San Juan, Mandaluyong, Pasay, DepEd Central Office and PPSTA National Office Force Chapter (PPSTANOFC).

Section 3 – Where a new local chapter is organized **and duly recognized by the Board of Trustees**, it shall automatically belong to the regional chapter of the territory where most of its members are located. Schools Division without any organized or accredited local chapters shall not be entitled to representation to the regional chapter or Regional Representative Assembly.
(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 4 – Each regional chapter shall have its own by-laws which shall be consistent with the provisions of the PPSTA by-laws and shall conform with such uniform guidelines as the Board of Trustees of PPSTA shall prescribe. A regional chapter which fails or refuses to amend its by-laws to conform to those of the PPSTA shall be disaffiliated from the PPSTA. Each regional chapter shall provide the PPSTA with a copy of its by-laws and every revision thereof.

Section 5 – Each regional chapter shall have its own set of officers and a Regional Representative Assembly which shall be its highest governing bodies. Each regional chapter shall provide the PPSTA with a list of its officers and their addresses upon its organization and after regional election.

Section 6 – The Regional Representative Assembly of a chapter shall be composed of the presidents of the local chapters plus an additional delegate for every five hundred (500) members or a major fraction thereof. A chapter may send additional delegates but they shall be non-voting delegates.

Section 7 – The Regional Representative Assembly of a regional chapter shall meet yearly to review the state of affairs of the Region on such date, time and place as the By-

Laws of the Regional Chapter shall provide. However, said annual meeting shall be held not later than thirty (30) days before a scheduled meeting of the National Representative Assembly.

At the first meeting after the approval of these amendments, the Regional Chapters shall nominate their representative in the National Board of Trustees with the following qualifications:

- a. an active regular member for the last five years on the date of the election; and
- b. must not have been convicted of a crime involving moral turpitude; and

Likewise, the Board of Trustees from Luzon, Visayas and Mindanao shall each elect at least three (3) personalities respectively From whom the President of PPSTA may choose or appoint subject to recommendation by the BOT, who are Lawyer, CPA, One retiree of DepEd. One additional independent trustee shall be appointed by the President from the recommended personalities of the BOT. Provided that these Independent Trustees are composed of: one (1) lawyer, one (1) Certified Public Accountant and one (1) retiree of the Department of Education.

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

No person shall serve as an independent trustee unless he is of good moral character, unquestioned integrity and recognized competence.

Section 8 - Only duly accredited delegates shall be entitled to participate in the deliberations of the Regional Representative Assembly and to vote, and be voted. A majority of the accredited voting delegates shall constitute a quorum.

Section 9 - Where a new administrative region is organized by the Department of Education, the PPSTA local chapters in the new region may organize themselves into a new regional chapter and apply for accreditation by the Board of Trustees of the PPSTA. The new organization shall be recognized as a regional chapter of the PPSTA only upon accreditation by the Board of Trustees of the PPSTA.

Section 10 - Where a regional chapter is disaffiliated or dissolved or where there is serious question as to who are its legitimate leaders, the PPSTA may recognize or accredit another eligible organization as its local chapter or proceed to organize another in lieu thereof.

Section 11 - A regional chapter may be disaffiliated by the vote of $\frac{3}{4}$ of all the members of the Board of Trustees if the regional chapter or its officers pass resolutions or perform acts inimical to the interest of the PPSTA.

ARTICLE VII - BOARD OF TRUSTEES

Section 1 - Unless otherwise provided by law, the corporate powers of the PPSTA shall be exercised, all business conducted and all properties of the corporation controlled and held, by the Board of Trustees. Without prejudice to such powers as may be granted by law, the Board of Trustees shall have the following powers:

- a. From time to time, promulgate rules and regulations consistent with these by-laws, and to review, revise or amend **the rules and regulations** when it deems necessary for the proper management of the Association's business and affairs;
(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)
- b. To purchase, receive, take or otherwise acquire for and in the name of the PPSTA, any and all properties, rights or privileges, including securities and bonds of other corporations, for such consideration and upon such terms and conditions as the Board may deem proper or convenient;
- c. To invest the funds of the PPSTA in other corporations or for purposes other than those for which the Association was organized as it deems necessary;
- d. When necessary, to incur indebtedness, to issue evidence of indebtedness including notes, deeds of trust, bonds, debentures, or securities, and/or pledge, mortgage, or otherwise encumber part of the properties of the PPSTA;
- e. To establish pension, retirement, bonus, or other types of incentives or compensation plans for the members, employees, including officers and trustees of the PPSTA;
- f. To prosecute, maintain, defend, compromise, submit arbitration or abandon any lawsuit in which the PPSTA or its officers are either plaintiffs or defendants in connection with the affairs of the PPSTA;
- g. To delegate, from time to time, any of the powers of the Board that may be lawfully delegated in the course of the current business of the PPSTA to any standing or special committee or to any officer or agent and to appoint any person to be an agent of the PPSTA with such powers and upon such terms as may be deemed fit;
- h. To implement these By-Laws and to act on any other matter not covered by these By- Laws;
- i. To appoint or dismiss any employee of the PPSTA, whether regular, probationary, casual, or contractual, fix or adjust their salaries and all other personnel movements;
- j. To approve all contracts involving the sale of non-current assets;
- k. To approve all contracts for construction and major repairs or maintenance work, and other contracts involving significant amounts;
- l. To approve the accreditation of new local or regional chapters of the PPSTA;
- m. To approve the disaffiliation or withdrawal of accreditation of any local or regional chapter; and
- n. To delegate any of its powers or function to an executive committee or to any officer of the PPSTA.

Section 2 - The PPSTA Board of Trustees shall consist of one representative from each region, namely: Region I – Ilocos; Region II – Cagayan Valley; Region III – Central Luzon; Region IV-A – Calabarzon; Region IV-B – MIMAROPA; Region V – Bicol; Region VI – Western Visayas; Region VII – Central Visayas; Region VIII – Eastern Visayas; Region IX – Western Mindanao; Region X – Northern Mindanao; Region XI – Southern Mindanao/Davao; Region XII – Central Mindanao/SOCCSKSARGEN; Region XIII/Caraga; Bangsamoro Autonomous Region in Muslim Mindanao (BARMM); Cordillera Administrative Region (CAR) and National Capital Region (NCR), three (3) independent trustees chosen in the manner provided under Section 7, Article 6 hereof **and One Independent Trustee appointed by the President from the recommendees of the BOT.** *(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)*

Section 3 - Three years term. **The regional representatives to the Board of Trustees shall serve for a term of Three (3) years beginning January 1 immediately following their election. Eight members who are elected in December 2023 shall have an election after Three Years and thereafter. While the remaining Nine shall have an election a year after the election of the Eight members. All Board of Trustees who participated in the amendments of the By Laws shall not be benefited of whatever term extension except when they are reelected. Independent trustee shall serve a term of Three Years.** *(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)*

Section 4 - Upon the effectivity of this amendment, the elected Trustees shall serve beginning January 1 for a term specified in the preceding section until their successors shall have been elected. Provided, that no member shall serve as member of the Board of Trustees for more than two (2) consecutive terms.

(Deleted paragraph)
(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 5 - The Board of Trustees may contract for the services of legal counsel, media, financial and other consultants necessary to help improve the conduct of PPSTA affairs.

Section 6 - No officer, member of the Board of Trustees, or constitutional officer or any of his relatives within the fourth degree by affinity or consanguinity shall take interest in or enter into a contract involving financial matters, directly or indirectly with the PPSTA. Further, no officer or director shall accept any appointment to any position or any material gift from any person that transacts business with PPSTA.

Section 7 - In case of vacancy in trusteeship by reason of death, resignation, incapacity, or removal for any other cause of any elected board of trustees, the vacancy shall be filled by the region from where he comes by means of a special regional election. Permanent vacancies in the positions of the independent trustees shall likewise be filled by a special election following the manner of election as specified in Section 7 of Article VI.

ARTICLE VIII - COMELEC

Section 1 - There shall be created a PPSTA Committee on Elections (Comelec), an independent body that shall be composed of three (3) members: one (1) from Luzon, one (1) from Visayas and one (1) from Mindanao to be elected by the National Representative Assembly. The three (3) shall elect a Chairman among themselves.

Section 2 - The PPSTA Comelec is hereby vested the sole authority to hear and decide all controversies involving the election of the National Board of Trustees and to proclaim the winners, including questions on their qualifications. Its decision shall be final; Provided, However, that where the parties are not members of the Board, its decision shall be final unless appealed to the Board of Trustees whose decision shall be final.

Section 3 - The elected members of the Comelec shall serve beginning January 1 immediately after their election until after the next election. **The Comelec shall have a fixed term of three years after 2024 election, with no re-election.**

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 4 - In the event of the incapacity, death, resignation or removal of any member of the Comelec, the candidate for member of the Comelec from the same geographical region who garnered the next highest number of votes shall serve the unexpired portion of his term.

Section 5 - The Comelec shall formulate a set of comprehensive rules governing the conduct of elections of the PPSTA which shall become effective immediately upon approval by the Board of Trustees. The Comelec may, from time to time, formulate regulations to supply the details or implement said rules which shall likewise be effective upon approval by the Board of Trustees.

Section 6 - The Comelec may deputize such personnel of the head office of the PPSTA which it may deem necessary to enable it to perform its function.

Section 7 - The members of the Comelec shall not be entitled to any salary but shall be entitled to per diem and reimbursement of actual expenses for attendance of official meetings equal to those received by members of the Board of Trustees.

Section 8 - The Comelec shall meet at the head office of the PPSTA not later than fifteen (15) days prior to the meeting of the National Representative Assembly to prepare the forthcoming elections.

Section 9 - No member elected as a member of the Comelec shall be eligible for election for any position during his term of office even if he resigns or is removed from office for any reason.

ARTICLE IX - OVERSIGHT AND AUDIT COMMITTEE

Section 1 - There shall be created an Oversight and Audit Committee composed of three (3) PPSTA members of good standing: one (1) from Luzon, one (1) from the Visayas and one (1) from Mindanao, to be elected by the National Board of Trustees during their first organizational meeting from among the nominees of the Regional Chapters selected during their Regional Representative Assembly.

The Oversight member from Luzon must be elected from among the nominees from Luzon, from Visayas must be elected from among the nominees from Visayas and from Mindanao, from among the nominees from Mindanao.

The Chair of the Committee shall be appointed by the National Board of Trustees from among themselves provided that the Chair to be appointed for the first Oversight and Audit Committee after the approval of this amended by-laws should have a term of **Three (3) years.**

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

The members and Chairperson of the Committee must have a background in finance or finance-related field.

Section 2 - The Committee shall act as advisory council to the National Representative Assembly and the Board of Trustees in reviewing the operations and financial performance of the Association, in formulating strategic policies and programs, and in resolving other matters affecting the PPSTA. It shall render periodic reports and recommendations to the Board of Trustees, the summary of which shall be presented to the National Representative Assembly.

Section 3 - The Committee shall meet at least quarterly at the head office of the PPSTA.

Section 4 - The Committee shall have the right to look at any and all records of the PPSTA, including the minutes of meeting of the Board of Trustees and other board materials.

Section 5 - The members of the Oversight and Audit Committee shall not be entitled to any salary but shall be entitled to per diem and reimbursement of expenses for attendance of official meetings equal to those received by members of the Board of Trustees.

Section 6 - The members of the Oversight and Audit Committee shall serve for **Three (3) years.**
(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 7 -In the event of the incapacity, death, resignation or removal of any member of the Committee, the candidate for member of the Committee from the same geographical island who garnered the next highest number of votes shall serve the unexpired portion of the term. Should the Chair become vacant, the other independent trustee shall be appointed to fill the vacancy.

Section 8 -No member elected as member of the Oversight and Audit Committee shall be eligible for any position in the Association during his term of office even if he resigns or is removed from office for any reason.

ARTICLE X - COMMITTEES OF THE BOARD OF TRUSTEES

Section 1 - There shall be an Executive Committee of the Board of Trustees which shall consist of not less than three (3) and not more than five (5) to be chosen by the Board of Trustees from among themselves to monitor the operations and finances of PPSTA; to ensure that decisions of the Board are executed by management; and, where urgent circumstances require, to act for and in behalf of the Board on such matters subject to such

guidelines and limitations duly approved by the Board. The concurrence of at least a majority of the members of the Executive Committee shall be necessary to make an Executive Committee decision valid. All business transactions by the Executive Committee shall be subject to confirmation by the Board of Trustees at its next scheduled meeting. It shall also be vested with the powers specified in Section 35 of the Corporation Code.

Section 2 – The President, the Vice-President and the immediate past president, if still a member of the Board of Trustees, shall be ex-officio members of the Executive Committee. The other members of the Executive Committee shall be chosen such that the three (3) main geographical regions of the country, i.e., Luzon, Visayas and Mindanao are represented in the committee.

Section 3 – The Board may create a Finance Committee, Personnel Committee, Risk Management Committee and other committees it may deem necessary, with not less than three (3) no more than five (5) members each with such specific duties as it may deem proper. Ad hoc committees may be created by the Board as the need arises.

Section 4 – The Executive Committee shall meet as frequently as necessary, but not more than twice a month. The other committees shall meet immediately before a regular and/or special meeting of the Board except as may be otherwise authorized by the Board of Trustees.

Section 5 – The president may appoint One member of the MANCOM members to any committee from the recommendation of the Board of Trustee whose functions may be defined in the Terms of Reference issued by the BOT.

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

ARTICLE XI – BOARD MEETINGS

Section 1 – The initial or organizational meeting of the Board of Trustees shall be held after the election of the Board of Trustees and every election of trustees thereafter.

Section 2 – The Board of Trustees shall meet regularly once a month during the first Friday of each month at the main office of the PPSTA unless otherwise previously agreed upon by the members of the Board of Trustees. A special or emergency meeting of the Board of Trustees may be called by the President or the Secretary upon request of a majority of the incumbent members of the board and at least three (3) days notice to all members of the board. Notice of any meeting of the board.

However, the Board may prescribe or hold meetings frequently or not as frequently provided in the preceding paragraph or as the need arises.

Section 3 – An official journal shall be kept to record the minutes of the meetings and all resolutions passed by the Board of Trustees annually which shall be consecutively numbered.

Section 4 – The PPSTA Board of Trustees shall not receive any salary but shall be entitled to service recognition incentive, per diem and reimbursement of all necessary expenses incurred on account of attendance in committee and board meetings or other meetings and engagements sanctioned by the Board by way of resolution. Allowances for the Members of the Board may be granted by the Board only to augment their per diem or to cover other expenses in connection with the performance of their duties or assigned tasks.

The Executive Officers of the National Board of Trustees may be granted discretionary fund by the Board subject to liquidation.

No part of the net income shall inure to the benefit of any of its members.

Section 5 – A majority of the members of the Board actually in office shall constitute a quorum at meetings of the Board and no action of the Board shall be valid unless approved by majority of the incumbent members of the Board en banc at a duly constituted meeting.

Section 6 – The order of business at regular/special meeting of the Board of Trustees shall be: a) Call to Order, b) Roll Call, c) Approval of Agenda, d) Approval of Minutes of the Previous Meeting/s, e) Unfinished Business, f) Board Committee Reports, g) Management Report on Finances and Operations, h) New Business, i) Other Matters and j) Adjournment.

ARTICLE XII – OFFICERS OF THE ASSOCIATION

Section 1 – The officers of the PPSTA shall be a President, a Vice-President, Secretary, General Manager, Administrative Officer, Treasurer, Chief Accountant, Auditor and Membership/Marketing Officer. The Board may from time to time, create other offices and appoint such other officers as it may determine to be necessary or proper.

Section 2 – The President and the Vice-President shall be elected by the Board of Trustees during the organizational meeting of the Board, while the Secretary who may or may not be a member of the National Board of Trustees, must be appointed by the National Board for a term of two (2) years. The other officers of the PPSTA, i.e. the General Manager, Administrative Officer, Treasurer, Chief Accountant, Auditor and Membership/Marketing Officer shall be appointed by the Board upon nomination by the President.

Section 3 – The term of office of the President and Vice President shall be one (1) year. The President, Vice President and Officers shall be eligible for only Two (2) reelections, while the term of office of the Secretary and General Manager shall be two (2) years; It shall be understood that these officers including the General Manager may be removed from office prior to the expiration of their term of office by a majority vote of all the members of the Board of Trustees for cause. In case an office becomes vacant due to death, resignation, retirement, disqualification, incapacity or any other cause, of the incumbent, the Board of Trustees, by a majority vote, may elect/appoint a successor, who shall hold office for the unexpired term; provided, that in case of the temporary absence of any officer for any reason, the Board may delegate temporarily the powers and duties of such officer to another qualified person where necessary as a stop-gap measure.

(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 4 – The Administrative Officer, Treasurer, Chief Accountant, Auditor, and Membership/Marketing Officer shall enjoy security of tenure like any other personnel of the Association until they reach retirement age; Provided, however, that for cause under the law and the PPSTA Code of Employees Discipline, they may be suspended or removed or penalized accordingly after observance of due process.

Section 5 – The Secretary, General Manager, Administrative Officer, Treasurer, Chief Accountant, Auditor and Membership/Marketing Officer shall receive such salary and/or benefits as may be fixed by the Board. The President and the Vice-President shall receive no

salary, but may receive allowances, in addition to per diems and other emoluments authorized for members of the Board of Trustees.

ARTICLE XIII - DUTIES OF OFFICERS

Section 1 - The PRESIDENT shall be the Chief Executive Officer of the PPSTA and shall exercise the following functions:

- a. To preside at the meetings of the National Representative Assembly;
- b. To call and preside over every meeting of the Board of Trustees and cast his votes on all questions like other members of the Board;
- c. To represent the PPSTA in all functions and proceedings;
- d. To formulate and develop corporate objectives and policies, long range projects, plans and programs for the approval of the Board of Trustees;
- e. To appoint, remove, suspend or discipline employees of the PPSTA, prescribe their duties and determine their salaries subject to confirmation by the Board of Trustees;
- f. To make reports to the Board of Trustees and members of the PPSTA;
- g. To execute in behalf of the PPSTA all contracts, agreements and other instruments affecting the interest of the PPSTA which may require the approval of the Board of Trustees unless otherwise directed by the Board; and
- h. To perform such other duties as are incident to his office or are entrusted to him by the Board of Trustees.

Section 2 - The VICE-PRESIDENT shall act as President in case of the latter's illness, absence or temporary disability to discharge the duties of the said office and perform such other duties as may be assigned to him by the Board of Trustees.

Section 3 - The SECRETARY shall have the following specific powers and duties:

- a. To record the minutes and transaction of all the meetings of the Board of Trustees and the National Representative Assembly and to maintain minutes of books of such meetings in the form and manner required by law;
- b. To keep the corporate seal and affix it to papers and documents requiring a seal, and to attest by his signature all corporate documents requiring the same;
- c. To attend to the giving and serving of all notices of the PPSTA as required by the law or these By-laws to be given;
- d. To certify to such corporate acts, countersign corporate documents or certificates, and make reports or statements as may be required of him by law or by government rules and regulations;
- e. To make custody and take charge of all corporate records and such books, documents and papers as the Board of Trustees may entrust to him;
- f. In coordination with the appropriate officers of management, to keep a record of the names and addresses of the members of the association; and
- g. To perform such other duties as are incident to his office or as may be assigned to him by the Board of Trustees or the President.

Section 4 - The GENERAL MANAGER shall have the charge of the day-to-day operations of PPSTA and exercise the following functions:

- a. To supervise and manage the business affairs and activities of the PPSTA under the direction of the President and the Board of Trustees;
- b. To implement the administrative and operational policies of the PPSTA;

- c. To oversee the preparation of the budgets and the statements of accounts of the corporation;
- d. To coordinate the work of the various operating divisions and services, maximize the productive inputs of their personnel and continually work to upgrade the quality of service to members;
- e. To coordinate with the different standing committees and the regional and local chapters of the PPSTA;
- f. To conduct such studies and submit recommendations to the Board of Trustees in matters related to investment, the use of facilities and development projects including the examinations of contracts entered into by the PPSTA;
- g. To act as the ex-officio administrator of the Mutual Assistance System and the SarilingSikap Loan Program;
- h. To perform other duties and responsibilities assigned by the President and the Board of Trustees;
- i. To attend and render a report in the monthly meeting of the Board of Trustees;
- j. **Oversee the conduct of procurement process in amount as provided by the BOT or by the Guidelines; and**
(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)
- k. **Receive and review the recommendations of the Heads of Offices for amendments of their duties and functions.**
(as amended on October 14, 2023 by the majority of the Trustees and on December 9, 2023 by at least majority of all the members of the National Representative Assembly)

Section 5 – The ADMINISTRATIVE OFFICER shall have the following functions and duties:

- a. To assist the General Manager in the supervision and management of the business affairs and activities of the PPSTA;
- b. To assist the General Manager in the implementation of administrative policies of PPSTA;
- c. To take charge of janitorial, messengerial and security services/personnel;
- d. To assist the General Manager in the supervision of the storage and disposition of supplies to prevent wastage, spoilage and pilferage;
- e. To advice the management on the improvement of procurement methods and procedures to insure that purchases of supplies and materials are in accordance with the actual needs of the PPSTA and that the PPSTA obtains the best products/services at the most reasonable price; and
- f. To perform such other duties as may be assigned to him by the Board of Trustees and/or the General Manager

Section 6 – The TREASURER of the PPSTA shall have the following duties:

- a. To keep full and accurate accounts/records of the receipts and disbursements of PPSTA;
- b. To take and have custody of, and be responsible for, all the funds, securities, bonds, and certificates of titles of the PPSTA;
- c. To deposit in the name of the PPSTA, in such banks as may be designated from time to time by the Board of Trustees, all the moneys, funds, securities, bonds and similar valuables belonging to the PPSTA which may come under his control;

- d. To prepare such financial reports, statements, certifications and other documents that may, from time to time, be required by government rules and regulations and to submit the same to the proper government agencies;
- e. To pay all authorized expenses by check and effect petty cash payments in accordance with policies and procedures approved by the Board of Trustees;
- f. To assist management in retrieval of all receivables of the PPSTA from whoever they may be due;
- g. To prepare and submit to the Board of Trustees for consideration and approval the annual budget on or before its regular December meeting and furnish the local chapters copies of the approved annual budget;
- h. To ensure that all expenditures are duly authorized and are for the best interest of the PPSTA;
- i. To post a bond in such amount as may be required by the Board of Trustees;
- j. To suspend or withhold payments of accounts incurred not in accordance with the expressed policies of the Board of Trustees or which are otherwise irregular or improperly authorized; and
- k. To perform such other duties as may be assigned by the Board of Trustees and/or the General Manager

Section 7 - The CHIEF ACCOUNTANT shall have the following duties and responsibilities:

- a. To supervise accounting personnel in recording day-to-day business transactions in different books of accounts and to prepare summaries thereof which reflect the current status of its funds;
- b. To certify all disbursements as to appropriations, legality and propriety of supporting documents, and proper classifications of account codes;
- c. To suspend or withhold payments of accounts incurred not in accordance with the expressed policies of the Board of Trustees or which are otherwise irregular or improperly authorized;
- d. To provide the Board of Trustees and all departments with prepared cost or expense analysis, performance analysis and other statistical data and to recommend measures in pursuance of the policy of fiscal restraint in all matters requiring financing;
- e. To prepare and submit to the Board of Trustees a monthly financial statement of the PPSTA in cooperation with the Treasurer;
- f. To prepare and submit to the Board of Trustees a quarterly and annual balance sheets of the PPSTA, incoming and expenses statements with all necessary supporting schedules, in cooperation with the Treasurer;
- g. To help facilitate and expedite payments of all claims, deaths, loans and other benefits due to members and hereby maintain the good name and reputation of PPSTA in meeting its obligations with the least delay;
- h. To call the attention of the Board of Trustees to payments of accounts incurred not in accordance with its expressed policies and to recommend appropriate rules and regulations to improve accounting and operating practices of PPSTA; and
- i. To prepare an annual statement showing the financial condition of the PPSTA and such other financial reports as the Board of Trustees or the President may from time to time require; and
- j. To perform other duties as may be assigned by the Board of Trustees and/or the General Manager.

Section 8 - The AUDITOR shall have the following duties and responsibilities:

- a. To audit the books and records of the PPSTA from time to time for the purpose of establishing the authority and propriety of payments made and to verify to the correctness of the same to the Board of Trustees;
- b. To audit the financial transaction and operating practices of PPSTA and certify to the correctness of the annual financial reports of the Treasurer and/or Chief Accountant;
- c. To adopt a system of pre-audit and post audit of payments to review and pass upon the propriety of payments to be made or made by the PPSTA and withhold or suspend payment thereof when appropriate;
- d. To check and review the utilization or disposition of consumable assets and equipment of the PPSTA with the view of maximizing their utilization and avoiding wastage and pilferage;
- e. To recommend measures or changes in the financial policies, system or procedures of the PPSTA to maximize its income, reduce its expenditures and improve its services to its members; and
- f. To perform such other functions and duties as may be assigned by the Board of Trustees and/or the General Manager.

Section 9 – The Membership/Marketing Officer shall have the following duties and responsibilities:

- a. To develop and manage membership generation strategies;
- b. To provide relevant and timely membership data and analytics to the Board of Trustees and the General Manager;
- c. To provide timely membership data for prospecting and retention projects;
- d. To develop and coordinate annual membership survey;
- e. To provide written reports on Association membership activities to the Board of Trustees and the General Manager;
- f. To conceptualize and create marketing materials;
- g. To manage projects, and ensure that promotional messages are consistent;
- h. To assist with various marketing initiatives, including member benefit functions, advertising, and sponsorships;
- i. To manage the association's media presence by coordinating content development for the website and all social media platforms; and
- j. To perform such other functions and duties as may be assigned by the Board of Trustees and/or the General Manager.

ARTICLE XIV – FINANCES

Section 1 – The financial affairs of PPSTA shall be managed prudently in order to maximize benefits to members. The operation of the PPSTA shall be kept as efficient as possible in order to minimize operating cost and maximize increments to actuarial reserves and membership net worth. Non-premium revenues shall be maximized in order to minimize premium charged for the benefit system.

Section 2 – The fiscal year of PPSTA shall commence on the first day of January and end on the thirty first day of December of the same year.

Section 3 – The Board of Trustees, by appropriate resolutions, shall specify the officers authorized to sign checks and other instruments of withdrawal of the funds of the PPSTA. Unless otherwise provided all such checks and other instruments of credit shall be

signed by a principal signatory and a counter signatory as may be designated by the Board of Trustees.

Section 4 - No contract may be entered into by PPSTA without the prior authorization and approval of the Board of Trustees.

Section 5 - The funds of PPSTA shall be divided and properly segregated as follows:

- a) General fund - to be made up of membership fees and dues, contribution for operational expenses of the mutual benefit programs equal to not more than 20% of the premium contributions for the MAS, not more than 5% of the premium contribution for the MRBS, not more than 10% of the premium contribution of the NMRBS, and not more than 20% of the gross interest income of the SarilingSikap, donations, gifts and other miscellaneous income and the interest and investment income of the General Fund;
- b) MAS Fund - to be made up of the premium contributions for MAS net of contribution for general expenses, and the interest or investment income thereof;
- c) MRBS/NMRBS Fund - to be made up of the premium payments to the MRBS and NMRBS, net of contribution for operational expenses, and the interest and investment income there from, including rent income from properties acquired with said fund;
- d) SarilingSikap Fund - the SarilingSikap is the investment arm of the MAS and NMRBS and shall be funded from the MAS and NMRBS Fund equally in such amount as may be required to satisfy the loan requirement of members. The net income of the SarilingSikap shall be divided equally between the MAS and the NMRBS; and
- e) Other funds which may be established by the Board of Trustees or as required by law.

Section 6 - All funds shall be deposited only in government owned or controlled banks and other reputable commercial banks.

Section 7 - Funds temporarily not needed for the immediate payment of benefits or current operating expenses may be invested in direct obligations of the National Treasury, the Central Bank of the Philippines, in the debt instruments of government owned banks, reputable commercial banks, paid for at market price and interests quotations established by the central bank on the basis of prevailing interest rates, Provided, that the PPSTA shall take actual custody of the certificates and other evidence of indebtedness and shall not leave said debt instruments in the trust department of the concerned banks.

Section 8 - Financial reports shall clearly present at least the following components:

- a) Premium contributions collected;
- b) MAS and MRBS/NMRBS benefits paid;
- c) Income from other sources; and
- d) Operating expenses

Section 9 - The audited financial statements of the PPSTA shall be published in a PPSTA publication and copies thereof shall be furnished each local chapter.

Section 10 - All remittances received from the salary deductions of members remitted by the Department of Education or by other government agencies, shall be

recorded as receipts in the books of accounts of PPSTA, shall be accounted for and disbursed in accordance with normal budgetary and financial procedures of PPSTA.

ARTICLE XV - THE BASIC PLAN, RETIREMENT PLAN, LOANS AND OTHER BENEFIT SYSTEM

Section 1- The PPSTA shall have a Basic Plan for the primary purpose of providing financial assistance to the beneficiaries of deceased members of the PPSTA in accordance with the rules and regulations adopted by the Board of Trustees and approved by the Insurance Commissioner.

Section 2 - The Association shall likewise continue to operate Retirement Plans in accordance with the rules and regulations adopted by the Board of Trustees and approved by the Insurance Commissioner.

Section 3 - To meet the urgent needs of members for financial assistance, the PPSTA shall provide directly or thru a related company for a quick loan program to be known as Loans Program, Policy Loan Program and other financial lending program, the rules and regulations of which are to be set by the Board of Trustees, subject to the approval of the appropriate government agency.

Section 4 - To provide accommodation to members who come from the provinces, the PPSTA shall operate a dormitory to provide temporary lodging to its members at the lowest possible cost.

Section 5 - Subject to the rules and regulations as may be adopted by the Board of Trustees, the association may establish, organize and operate such other systems for the welfare of the members whether on its own or in joint venture with other parties.

ARTICLE XVI - DUES AND FEES

Section 1 - All members of the PPSTA shall pay a monthly due to support the operation of the PPSTA in such amount as may be approved by the Board of Trustees. Meanwhile, the monthly membership due is pegged at P 20.00. Upon retirement from the service, a member may become a Life Member by paying a life membership fee in the amount of P 1,000.00 or in such amount as may be approved by the Board.

Section 2 - In addition to the monthly dues, a member must pay the premiums for his Basic Plan and Retirement Plan/s, if he is a subscriber of the retirement plan/s. Membership in the Mutual Aid System is obligatory on all members of the PPSTA. Membership in all the other programs of the PPSTA shall be optional.

Section 3 - Lapse or cancellation of membership in the basic plan and retirement plan/s shall be based on the applicable provisions in their respective terms and conditions. Continuous membership with PPSTA requires sine qua non continuous membership in the basic plan. Moreover, the rules of the equity application program as approved by the Insurance Commission including the clarificatory guidelines issued by the Conservator relative thereto shall be applied for MAS Plans 0-5.

Section 4- Reactivation of lapsed membership shall be governed by the terms and conditions of the concerned plan subject to the provisions of the immediately preceding section; Provided, However, that in the absence of such provision in the plan's terms and conditions, the guidelines set by the Board of Trustees shall be applied.

Section 5- Members of MAS 0-5 who have reached their seventy fifth (75th) birthday and have paid their premium until such age shall be exempted from payment of his MAS premiums provided that his membership has been uninterrupted for at least twenty (20) years at any given period in his membership.

ARTICLE XVII – OFFICIAL PUBLICATION

Section 1 – The PPSTA may publish a regular official publication named PPSTA Herald, the aim of which shall be to keep the members informed of matters about the PPSTA, its individual members, developments in the field of education and such matters as maybe useful in their professional or personal growth.

Section 2 – The PPSTA may likewise publish such reports as may be deemed necessary by the Board of Trustees.

ARTICLE XVIII – SEAL

Section 1 – Form and Inscription- The corporate seal of the PPSTA shall be determined by the National Representative Assembly.

ARTICLE XIX – OFFICES

Section 1 - The principal office of the corporation shall be located at #245 Banawe St. Quezon City, Metro Manila. The PPSTA may have other branch offices as the Board of Trustees may designate.

ARTICLE XX – AMENDMENTS

Section 1 – No amendment to these By-laws shall be effective unless approved by a majority vote of all the members of the National Representative Assembly and Board of Trustees in a regular or special meeting or as provided in Section 3 hereof.

Section 2 – Proposed amendments to these By-laws may originate from or be presented by the Committee on Constitutional Amendments of the National Representative Assembly, the Board of Trustees, or the other local chapters. No amendments shall be considered and be voted upon by the National Representative Assembly unless copies thereof has been furnished to the local chapters at least one month prior to the meeting of the National Representative Assembly or regional representative assemblies, except where the National Representative Assembly was convened as a constitutional convention precisely to review these By-laws.

Section 3 – The Board of Trustees may likewise call for a constitutional convention composed of presidents of the local chapters, regional chapter presidents and members of the Board of Trustees to amend, revise or replace these By-laws. The amended, revised or new by-laws shall become effective upon approval by the majority of all the members of the Regional Representative Assemblies in a regular or special meeting in their respective regions and the Securities and Exchange Commission.

ARTICLE XXI - REPEALING CLAUSES

If any amended provision of these By-laws is declared illegal or invalid by a court or government agency with competent jurisdiction, the amended provision shall be deemed revoked, without any effect on the remaining provisions.

ARTICLE XXII - TRANSITORY PROVISIONS

Section 1 - The incumbent Board of Trustees shall serve on a hold-over capacity until these By-Laws have been approved by the Securities and Exchange Commission or by the appropriate government agency and a new set of officers shall have been duly elected and qualified to assume office whose term will be according to the new or amended By-laws; Provided that the incumbent Trustees who have already served their office for two (2) consecutive terms under the old by-laws shall not be eligible for membership in the First Board under this amended by-laws; Provided further that the elections shall be held as scheduled by these By-Laws.

Section 2 - These By-laws shall become effective immediately upon approval by the Securities and Exchange Commission.

DIR. PEDRO B. CRUZ

20386356

2/27/06-San Leonardo,
Nueva Ecija

DIR. JESUS A. LATUMBO

12147685

3/06/06-Iambunao,
Iloilo

DIR. CIRILA V. VILLEGAS

01971255

1/11/06-Tanauan, Leyte

DIR. ALBERT S. CORPUZ

24417295

1936 3/14/06-Pagadian City

DIR. JESSIE B. OBENZA

14507522

2/22/06-Cagayan de Oro

DIR. SOFIA S. YPARRAGUIRRE

13671950

1/31/06-Koronadal City

DIR. MAKIL U. PUNDAODAYA

08324454

2/19/06-Iligan City

ATTY. LORETO D. RAFOLS

14534267

2/27/06-Cagayan de Oro

DIR. FERNANDO B. ELEPONGA

6155989

1/24/06-Baguo City

ATTY. CESAR C. FRANCA

08523038

1/10/06-Marikina City

DIR. ABDULGAFAR T. NAPII

09632335

5/30/06-Bongao, Tawi-
Tawi

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Book No.: _____;

Series of 2006.

(SGD) DIR. SONIA S. YPARRAGUIRRES
Trustee, Region XI
TIN: 147-405-271



(SGD) DIR. MARIL U. PUNDAODAYA
Trustee, Region XII
TIN: 440-039-796

(SGD) ATTY. LORETO D. RAFOLS
Trustee, Region XIII-CARAGA
TIN: 155-948-703

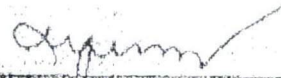
(SGD) DIR. BERNANDO B. ELEPONGA
Trustee, C.A.R.
TIN: 171-577-267

(SGD) ATTY. CESAR C. FRANCLIA
Trustee, N.C.R.
TIN: 132-139-872

(SGD) DIR. ABDULGAFAR T. NAPII
Trustee, A.R.M.M.
TIN: 144-683-713

SIGNED IN THE PRESENCE OF:


(SGD) JENNIFER M. HO


(SGD) EDITHA C. TAMUYAO

SUBSCRIBED AND SWORN to before me this _____ at _____,
Metro Manila, affiants exhibiting to me their
Community Tax Certificates as follows:

NAME	CTC NO.	DATE/PLACE OF ISSUE
ATTY. VICTORIANO B. TIROL, JR.	20785569	3/14/06-Iloilo City
DIR. ELENTERIO C. CASTILLO	14746078	2/20/06-Masbate City
DIR. RAMON G. ASUNCION, JR.	12704369	2/28/06-Quezon City
DIR. PRIMO ADARTE	24-4-2018	02/06/18-Pangasinan
DIR. AURELIO S. SALUNAT	17272200	1/03/06-Solano, Nueva Vizcaya

(SGD)ATTY. VICTORIANO B. TIROL, JR.
P R E S I D E N T
Trustee, Region VII
TIN: 142-206-028

(SGD)DIR. ELENTERIO C. CASTILLO
Vice President Trustee, Region V
TIN: 129-111-210

(SGD) DIR. RAMON G. ASUNCION, JR.
C O R P O R A T E S E C R E T A R Y
General Manager
Trustee, Region IV
TIN: 141-618-016

(SGD) DIR. PRIMO A. MINA
Trustee, Region I
TIN: 136-240-732

(SGD) DIR. AURELIO S. SALUNAT
Trustee, Region I
TIN: 147-128-773

(SGD) DIR. PEDRO B. CRUZ
Trustee, Region III
TIN: 193-359-547

(SGD) DIR. JESUS A. LATUMBO
Trustee, Region VI
TIN: 923-714-131

(SGD) DIR. CIRILA V. VILLEGAS
Trustee, Region VIII
TIN: 141-212-077

(SGD) DIR. ALBERT S. CORPUZ
Trustee, Region IX
TIN: 141-600-330

(SGD) DIR. JESSIE B. OZENZA
Trustee, Region X
TIN: 140-142-593

24-4-2018 Time 4:21 PM

COVER SHEET

for Applications at
COMPANY REGISTRATION AND MONITORING DEPARTMENT

Nature of Application

AMENDMENT

SEC Registration Number

2779

Former Company Name

PHILIPPINE PUBLIC SCHOOL
TEACHERS ASSOCIATION

AMENDED TO:
New Company Name

Principal Office (No./Street/Barangay/City/Town)Province)

#245 BANAWÉ STREET, BARANGAY
LOURDES, QUEZON CITY

ZIP CODE

1114

Company Email Address

admindept@ppsta.net

COMPANY INFORMATION

Company's Telephone Number/s

8988-1400

Mobile Number

0915-3322264

CONTACT PERSON INFORMATION

The designated person MUST be a Director/Trustee/Partner/Officer/Resident Agent of the Corporation

Name of Contact Person

MARIA LEDA B. ASTROLOGO

Email Address

leda_ppsta@yahoo.com.ph

Telephone Number/s

8988-1400

Mobile Number

0915-3322264

Contact Person's Address

#245 BANAWÉ STREET, BARANGAY LOURDES, QUEZON CITY

To be accomplished by CRMD Personnel

Assigned Processor

Date

Signature

Document I.D.

Received by Corporate Filing and Records Division (CFRD)

Forwarded to:

☐
☐
☐
☐
☐

Corporate and Partnership Registration Division
Green Lane Unit
Financial Analysis and Audit Division
Licensing Unit
Compliance Monitoring Division



Securities and
Exchange
Commission

SEC Main Office
The SEC Headquarters
7901 Makati Avenue, Salcedo Village, Barangay Bel-Air, Makati City 1209

electronic Official Receipt

Transaction Details

eOR Number	20250506-PC-0056490-39
Transaction Number	C5B9643573549174784
Payment Date	May 06, 2025 02:33 PM
Payment Scheme	GCASH_STATIC_VA
Status	COMPLETE-checkout.payment.success
Payment Status	PAYMENT_SUCCESS

Payment Assessment Details

PAF No.	20250506-12706976
PAF Date	2025-05-06 14:20:02
Payor Name	PHIL. PUBLIC SCHOOL TEACHERS ASSN.
Payor Address	#245 BANAWE ST., QUEZON CITY NCR

#	Nature of Collection	Account Code	Amount
1	Legal Research Fee (A0823)	4020102000(606)	1,000.00
2	Legal Research Fee (A0823)	4020102000(606)	1,000.00
3	Legal Research Fee (A0823)	2020105000(131)	20.00
4	Documentary Stamp Tax	4010401000(4010401)	60.00
TOTAL			2,080.00

These rates do not include the convenience service fee of the selected payment channel



Machine Validation:

VALID UNTIL: JUNE 20, 2025

Republic of the Philippines

DEPARTMENT OF FINANCE
SECURITIES AND EXCHANGE COMMISSION
The SEC Headquarters
7907 Makati Avenue, Salcedo Village,
Barangay Bel-Air, Makati City, 1209

**PAYMENT ASSESSMENT FORM**

No. 20250506-12706976

DATE 05/06/2025	RESPONSIBILITY CENTER CRMD
PAYOR: PHIL. PUBLIC SCHOOL TEACHERS ASSN. #245 BANAWA ST., QUEZON CITY NCR	

NATURE OF COLLECTION	QUANTITY	ACCOUNT CODE	AMOUNT
Amended By Laws	1	4020102000 (606)	1 000.00
Amended Articles of Incorporation	1	4020102000 (606)	1,000.00
Legal Research Fee (A0823)	2	2020105000 (131)	20 00
Documentary Stamp Tax	2	4010401000 (4010401)	60.00
---NOTHING FOLLOWS---			
TOTAL AMOUNT TO BE PAID			Php 2,080.00
Assessed by: eamend		Amount in words: TWO THOUSAND EIGHTY PESOS AND 00/100	
Remarks:			

PAYMENT OPTIONS

- Online payment thru eSPAYSEC at
• <https://espaysec.sec.gov.ph>
- Over the Counter Payments at any LandBank branch nationwide from 8:30 am up to 3:00 pm only

BREAKDOWN SUMMARY

FUND ACCOUNT	AMOUNT	ACCOUNT #
SEC RCC Current Account	2,000.00	3752-2220-44
SEC BIR - DST	60 00	3752-2220-60
SEC BTR Account - LRF	20 00	3402-2319-20
TOTAL	Php 2,080.00	

NOTES:

- A. The Payment Assessment Form (PAF) is valid until JUNE 20, 2025.
- B. Accepted modes of payment at Landbank branches
1. Cash 2. Manager's Cashier's Check payable to the Securities and Exchange Commission
- C. For check payment, please prepare separate Manager's checks per fund account as indicated on the breakdown summary.
- D. For over the counter payment at LandBank:
1. Print 2 copies of PAF, 1 Client Copy, 1 LandBank copy
2. Accomplish the onCall Payment slip per fund account as indicated on the breakdown summary.
Use the correct Fund Account and Account No. and provide the below information:
• Reference Number 1 - PAF No.
• Reference Number 2 - Name of Payor appearing on the PAF
3. Present OnCall Payment Slip, together with the PAF, to the LandBank Teller
- E. You may generate the electronic official receipt (eOR) by visiting <https://espaysec.sec.gov.ph/eor>
• Payment thru ESPAYSEC - eOR available upon payment
• LandBank OTC - eOR available within two (2) business days after the payment

F. ANY ALTERATIONS WILL INVALIDATE THIS FORM

VALID UNTIL: JUNE 20, 2025