



Philippine Medical Association

PMA: CHANGING MINDSET IN CHARTING THE FUTURE

Member : World Medical Association (WMA)
Co-Founder : Confederation of Medical Association in Asia and Oceania (CMAAO)
Medical Association of Southeast Asian Nations (MASEAN)
Secretariat : PMA Bldg., North Avenue, Quezon City 1105
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Mobile: (Membership Hotline) 0917-8221357
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NATIONAL OFFICERS

2017-2018

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MEMORANDUM CIRCULAR NO: 2017-08-16-011

TO : ALL PRESIDENTS AND TREASURERS OF COMPONENT SOCIETIES

SUBJECT : MEMBERSHIP REMINDERS

DATE : AUGUST 16, 2017

Greetings!

In our effort to come up with the most accurate list of PMA members for 2017 - 2018, we would like to remind you of the following for your compliance:

1. A file of the membership list of your component society has been emailed to you. We request you to **update the list** with corrections / additions / remarks indicating:

- inactive members,
- inactive life and emeritus members,
- migrated members, and
- deceased members.

Kindly reconcile this list with your component society records. If there are discrepancies, please inform the PMA Membership Staff at phone numbers: 9297361 / 9262447 or email: philmedas@yahoo.com, so corrections can be applied.

2. Any death of your member should be properly documented. Without any certification of death, the name of the member will remain in the roll. Any of the following documents may be submitted to the PMA Secretariat:

- a. Photocopy of death certificate, duly notarized.
- b. Certificate from the next of kin, stating member's demise, duly notarized.
- c. Certificate from Component President that the member is deceased, duly notarized.

3. The template for certification of deceased members is included in this memo for your guidance.

4. Please return this membership list to PMA with your corrections / additions / remarks, at the soonest time possible. The deadline for submission of the list you corrected is September 8, 2017.

5. The deadline of payment of Annual Dues is on **September 30, 2017**. Payment should have reached PMA on or before September 30 to be in good standing to be able to vote and be voted upon.

6. Those members who have not yet paid the full 1500 peso National Annual Dues (Fiscal Year: June 1, 2017 to May 31, 2018) and has balance of 300 pesos must settle it before the September 30, 2017 deadline.

Best regards,

A stylized, handwritten signature in black ink, appearing to read 'Ian Francisco'.

IAN N. FRANCISCO, MD
Chairman, Committee on Membership Services and Development

Noted by:

A handwritten signature in black ink, appearing to read 'Benito P. Atienza'.

BENITO P. ATIENZA, MD
Secretary General

A handwritten signature in black ink, appearing to read 'Irineo C. Bernardo III'.

IRINEO C. BERNARDO III, MD
President

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Template for Certification of deceased members:

Date: _____

The PMA Membership Department
Philippine Medical Association
North Avenue, Quezon City

Dear Sir:

We hereby certify that the following PMA members of _____ Component Society are deceased:

1. (deceased member)

2. (deceased member)

3. (deceased member)

... and so on.

This certification is being issued to update the PMA membership records.

Signature over printed name
President of Component Society

Signature over printed name
Secretary of Component Society

Notary Public