



PHILIPPINE MEDICAL ASSOCIATION

Theme: **NAGKAKAISANG PMA: HATID AY KALUSUGAN PARA SA LAHAT**

Member : World Medical Association
Co-Founder : Confederation of Medical Associations in Asia and Oceania (CMAAO)
Medical Association of South East Asian Nations (MASEAN)
Secretariat : Philippine Medical Association Building, North Avenue, Quezon City 1105
Telephone Nos. : (02) 8929-7361; 8929-6366; 8926-2447 • Fax: (02) 8989-6951
Mobile Nos. : 0917-8221357; 0918-9234732 (**Secretariat**) • 0927-5806903; 0961-5823069 (**Membership**)
Email Address : philmedas@yahoo.com; philmedas@gmail.com • Website: www.philippinemedicalassociation.org

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Governor, Caraga

MEMORANDUM CIRCULAR NO: 2024-06-19-05

To : ALL PRESIDENTS, TREASURERS and SECRETARIES OF COMPONENT SOCIETIES, SPECIALTY AND SUB-SPECIALTY SOCIETIES

Subject : ISSUANCE OF CERTIFICATE OF MEMBERSHIP/GOOD STANDING

Date : June 19, 2024

Warmest greetings from Philippine Medical Association:

As we begin our Fiscal Year 2024-2025, we would like to remind you that member status verification is necessary before issuing a certificate of good standing.

Here are our guidelines for issuing certificates:

1. Membership Verification: Each component society must check and confirm that their members are in good standing with PMA. This generally involves verifying that members are up-to-date with their membership dues and have met any other specified requirements.

Aside from complying with PMA requirements to be an active member, the component societies may also have additional requirements aside from payment of annual membership dues but may also include attendance in component society activities such as medical missions, scientific meetings and such other activities mandated by the component society.

2. PMA Reviews and Approves: The PMA will verify the status of member. If all criteria are met, the PMA grants approval for the issuance of certificate of membership/good standing.

3. Issuance of Certificate: Following PMA's approval, the component society/Specialty Society issues the certificate of membership/good standing to the member.

4. Reporting Issued Certificates to PMA: After the certificate of good standing is issued, the component society reports this issuance back to the PMA. This report should include details such as the member's name, PRC number, PMA Number, the date of issuance, and the certificate control number.

The Philippine Medical Association (PMA) advises local Component Societies to remit PMA dues payments timely. This practice ensures that proper recording is done promptly, which is essential to maintain the Good Standing of the members. The PMA expects that **no Certificate of Good Standing will be issued to any member without the approval of the PMA.** This approval process will ensure that only members who are fully compliant with PMA and Component Societies obligations receive a certificate of good standing, maintaining its credibility and integrity.



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Governor, Caraga

For your guidance and strict implementation.

Very truly yours,

MILDRED M. MAÑALAC-MARIANO, MD

Secretary General

Chair, Committee on Membership Services and Development

Noted by:

HECTOR M. SANTOS JR., MD

President