



# INSTITUTE OF ELECTRONICS ENGINEERS OF THE PHILIPPINES, INC. (IECEP)

## PRC Accreditation No. (I-APO No. 03)

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### THE IECEP VISION

"The world-class organization of humane, competent, virtuous and globally-competitive electronics professionals"

### THE IECEP MISSION

"To be the showcase Of professional and Technical development and a paradigm of excellence in applying the principles of electronics technology for the advancement of humanity"

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*"Electronics Technologies  
In the Forefront of Disaster  
Resiliency"*

### Administrative Order No. 2021 - 002

**FOR: ALL CHAPTER TREASURERS**

**SUBJECT: PRESCRIBING THE SCHEDULE OF REMITTANCES FOR MEMBERSHIP DUES**

**Date: February 18, 2021**

In view of the streamlining of processes for better membership services, Chapter Treasurers are hereby requested to observe the schedule of remittances for membership dues provided herewith.

Chapter Treasurers are prescribed to confirm remittance to IECEP National through email [iecep.finance@gmail.com](mailto:iecep.finance@gmail.com) not later than 15 days after the period covered, along with the documentary attachments necessary for the bookkeeping of accounts and subsequent processing of IDs. The National Secretariat Staff shall, upon receipt of the confirmation, acknowledge the submission.

For this purpose, *Local Chapters* shall adhere to a *monthly* coverage period, while *Foreign Chapters* shall adhere to a *quarterly* coverage period, effective upon the issuance of this Order until otherwise revoked or repealed accordingly.

The following tables, by manner of example, provides the schedule of remittances:

Chapter Classification	Period Covered	Remittance Date
Local	January 1 – 31, 2021 (Monthly)	February 15, 2021
	February 1 – 28, 2021 (Monthly)	March 15, 2021
	March 1 – 31, 2021 (Monthly)	April 15, 2021
Foreign	January 1 – March 31, 2021 (Quarterly)	April 15, 2021

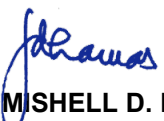
Should the remittance date fall on a Public Holiday in the Philippines or in the City of Mandaluyong, or a Weekend, the deadline of providing confirmation of remittance shall automatically be set on the next working day.

It is understood that Chapter Treasurers are to remit only once every after the period covered, and that subsequent transactions shall be accommodated in the next remittance date.

A following Administrative Order shall be issued to provide alternative remittance platforms, aside from bank deposit, mobile transfer, and cash payment to IECEP National.

Clarifications related hereto may be directed to the abovementioned email address.

For information and strict compliance.

  
**DR. MISHELL D. LAWAS, PECE**  
National President, 2021