



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
Superintendent


25 March 2024

DIVISION MEMORANDUM
SGOD-2024- 263

**ESTABLISHMENT OF LEARNER RIGHTS AND PROTECTION DESKS IN
DAVAO DE ORO BILLETING QUARTER DURING 2024 DAVRAA MEET**

TO: Concerned Public Schools District Supervisor
Concerned Secondary School Heads
Concerned Non-Teaching Personnel
All others concerned

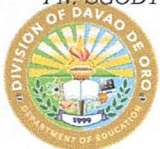
1. Herewith is a Regional Memorandum ESSD-2024-102 regarding the establishment of a Learner's Rights and Protection Desk in all billeting quarters of the 2024 DAVRAA meet on April 1-7, 2024.
2. Anent to this, the identified LRP Committee members are required to set up the LRP Desk in the billeting quarter assigned and inform the respective athletes to report any forms of abuse to the established desk to ensure appropriate intervention and referrals are given.
3. Further, SDO LRP Focal Persons and Alternate are requested to attend the Regional Orientation on Learner Rights and Protection mechanisms during the conduct of the 2024 DAVRAA Meet on March 26, 2024 (1:00pm) at Durian Hall of Regional Office.
4. Other details of this memorandum are in the attached enclosures.
5. Travelling and other incidental expenses shall be charged against local funds subject to usual accounting and auditing rules and regulations.
6. For guidance and compliance.


CRISTY C. EPE CESO V
Schools Division Superintendent

Enclosed: As Stated

Reference:

FN: SGOD13



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Doc. Ref. Code	PAWIM-F-022	Rev	00
Effectivity	09.12.22	Page	1 of 2



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REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO

**Office of the Schools Division
Superintendent**

Learners Rights and Protection Committee Members
2024 DAVRAA Meet
April 1 – 7, 2024

- | | |
|------------------------|--|
| 1. Margirie M. Asuque | SDO LRP Focal / Division Office |
| 2. Medard T. Apit | SDO LRP Focal / Division Office |
| 3. Necasia L. Carcueva | Registered Guidance Counselor / AOSR NHS |
| 4. Endera L. Villapaz | Guidance Counselor / LSSSr NHS |

SDO LRP Focal Persons and Alternate
March 26, 2024 at Durian hall, Regional Office

- | | |
|-----------------------|---------------------------------|
| 1. Margirie M. Asuque | SDO LRP Focal / Division Office |
| 2. Medard T. Apit | SDO LRP Focal / Division Office |



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Doc. Ref. Code	PAWIM-F-022	Rev	00
Effectivity	09.12.22	Page	2 of 2

Review



28814

Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
ESSD-2024- 102

To : Schools Division Superintendents

Subject: ESTABLISHMENT OF LEARNER RIGHTS AND PROTECTION DESKS
IN ALL BILLETING QUARTERS OF 2024 DAVRAA MEET

Date : March 19, 2024

Relative to the conduct of the 2024 DAVRAA Meet on April 1-7, 2024, which will be held in UP Mindanao Sports Complex, Mintal, Davao City. This is hosted by the Local Government Unit of Davao City with the Schools Division Office of Davao City.

In relation to this, all Division Athletic Associations through their Learner Rights and Protection (LRP) Focal Persons and Alternates (formerly called as Child Protection Focal Persons) are requested to **set up a Learner Rights and Protection Desk on their different billeting quarters** and **inform their respective athletes to report any forms of abuse to establish desks to ensure appropriate interventions and referrals are given.**

Further, all SDO LRP Focal Persons and Alternates are requested to attend on the Regional Orientation on Learner Rights and Protection mechanisms during the conduct of 2024 DAVRAA Meet on **March 26, 2024 (1:00 pm)** at the **Durian Hall**, of this Office.

Attached are the forms that will be used and consolidation of the child protection cases that will be reported daily at 5:00 pm to the Regional Learner Rights and Protection Desk during the conduct of actual event:

1. Reporting Form 1 – Intake Sheet
2. Reporting Form 2 – Incident Report
3. Reporting Form 3 – Consolidation of Child Protection Cases (Daily)

Lastly, this Office reiterated that **DepEd has zero tolerance policy on any forms of abuse and violence that will be inflicted to learners** as reiterated in DepEd Order No. 40, s. 2012.



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Travelling and other incidental expenses shall be charged against local funds subject to usual accounting and auditing rules and regulations.

For guidance and compliance.

ALLAN G. FARNAZO
Director IV

Enclosed: As stated

ROE/smtc

DEPARTMENT OF EDUCATION
RECORDS SECTION
RELEASED

By: *[Signature]*

28814

Time: *MARKET* 20, 2024



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Reporting Form 3 - CONSOLIDATION OF LEARNER RIGHTS & PROTECTION CASES DURING SPORTING EVENTS (Daily)

SDO: _____ Date: _____

(Note: Please fill-out the number of cases noted in the billeting quarter)

Grade Level	Nature of Bullying										
	Physical		Social		Gender-Based		Cyber				
	M	F	M	F	M	F	M	F			
Elementary											
Secondary - JHS											
Secondary - SHS											
TOTAL											

B. Child Abuse

Grade Level	Nature of Abuse						
	Physical		Sexual		Psychological (Verbal)		
	M	F	M	F	M	F	
Elementary							
Secondary - JHS							
Secondary - SHS							
TOTAL							

C. Other Incidents on Child Protection

Grade Level	Classification													
	CAR		CICL		Child Trafficking		OSASEC		Sexual Exploitation of Children		Corporal Punishment		Other Acts of Abuse (L to L)	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Elementary														
Secondary - JHS														
Secondary - SHS														
TOTAL														

Prepared by:

SDO Focal

Noted:

Head of the Delegation

Doc. Ref. Code	RO-SSD-F019	Rev	0
Effectivity	01.22.24	Page	1 of 1



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Reporting Form 2

INCIDENT REPORT

School: _____
SDO: _____
Date Accomplished: _____

I. Narration of Events

(cite the events prior and upon receiving the complaint, who are involved in the case, when did it happen, etc.)

II. Actions Taken

(cite the actions taken by the school and Schools Division Office including the collaborative actions with partners)

III. Intervention Plan

(cite the indicated intervention plan of actions that will be done after receiving the complaints, indicating dates/schedules)

IV. Appendix

(includes Intake Sheet, Police Blotter (if there are any), Memorandum (if there are any), and documentation)

Prepared by:

School CP Focal Person/
SDO CP Focal Person

Noted:

School Head/
Schools Division Superintendent



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Doc. Ref. Code	RO-ESSD-F018	Rev	00
Effectivity	01.22.24	Page	1 of 1



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Reporting Form 1

INTAKE SHEET

Directions: Please fill out the form legibly stating the information based on facts on the Learner Rights and Protection case stated below.

I. INFORMATION

A. VICTIM:

Name: _____
 Date of Birth: _____ Age: _____ Sex: _____
 Gr./Yr. and Section: _____ Adviser: _____
 Parents:
 Mother: _____ Age: _____
 Occupation: _____
 Address: _____
 Father: _____ Age: _____
 Occupation: _____
 Address: _____

B. COMPLAINANT:

Name: _____
 Relationship to the Victim: _____
 Address and Contact Number: _____

C. RESPONDENT:

C-1. If respondent is a School Personnel

Name: _____
 Date of Birth: _____ Age: _____ Sex: _____
 Address and Contact Number: _____

C-2. If respondent is a School Personnel

Name: _____
 Date of Birth: _____ Age: _____ Sex: _____
 Gr./Yr. and Section: _____
 Parents/Guardian:
 Mother: _____ Age: _____
 Occupation: _____
 Address: _____
 Father: _____ Age: _____
 Occupation: _____
 Address: _____

II. DETAILS OF THE CASE:



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Doc. Ref. Code	RO-ESSD-F015	Rev	00
Effectivity	01.22.24	Page	1 of 2



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III. ACTION TAKEN:

1.

2.

3.

IV. RECOMMENDATIONS

1.

2.

3.

Prepared by:

Signature over Printed Name

Designation

Date



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Doc. Ref. Code	RO-ESSD-F015	Rev	00
Effectivity	01.22.24	Page	2 of 2