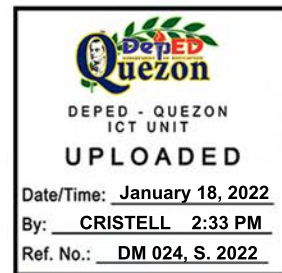




Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE



14 January 2022

**DIVISION MEMORANDUM**  
 DM No. 024, s. 2022

**REQUEST FOR DATA ON CHILD PROTECTION COMMITTEES IN SCHOOL**

**TO:** OIC-Assistant Schools Division Superintendents  
 Division Chiefs  
 Public Schools District Supervisors  
 Public Elementary and Secondary School Heads  
 District Youth Formation Coordinators  
 Supreme Government Teacher-Advisers  
 All Others Concerned

1. Pursuant to DepEd Order No. 003, s. 2021, otherwise known as the Creation of Child Protection Unit and the Child Rights in Education Desk in the Department of Education, The Child Protection Unit (CPU), was mandated to "serve as the lead office of the Department in planning, implementing, coordinating, monitoring, and evaluating programs, projects and activities, including intervention mechanisms, related to child protection at the different governance levels of the Department.
2. Hence, all public and private elementary and secondary schools shall establish a Child Protection Committee and accomplish the CPC Training Needs Survey on or before January 24, 2022 through the Google link: <https://tinyurl.com/CPCTrainingNeedsSurvey>. On the page 4 of the link, kindly indicate the following information :

|  | <b>Full Name</b>  | <b>Contact Number</b> | <b>Email</b>                 |
|--|-------------------|-----------------------|------------------------------|
| Focal Person for Education Support Services Division (ESSD)        | Euarda M. Zapanta | 8682-5773<br>Loc 430  | essd.calabarzon@deped.gov.ph |
| Focal Person for Schools Governance and Operations Division (SGOD) | Leah A. Perez     | 09684952741           | yfdquezon2@gmail.com         |

DEPEDQUEZON-TM-SDS-04-009-003



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**Address:** Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
**Trunkline #:** (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321  
**Email Address:** quezon@deped.gov.ph  
**Website:** www.depedquezon.com.ph



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3. Consolidated data from training needs survey link will go to central office. In this regard, kindly accomplish this google sheet <https://tinyurl.com/CPU-Committee> which will serve as division office directory for the program.
4. Please see attached documents for further details.
5. Immediate and widest dissemination of this Memorandum is highly desired.

**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of Schools Division Superintendent

sgodlap/01/14/22

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**Department of Education**  
**OFFICE OF THE UNDERSECRETARY**

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**MEMORANDUM**

TO : **REGIONAL OFFICES**  
**SCHOOLS DIVISION OFFICES**  
**ALL PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY**  
**SCHOOLS**

FROM :   
**ATTY. REVSEE A. ESCOBEDO**  
*Undersecretary*  
Field Operations, Palarong Pambansa Secretariat, and DEACO

  
**ATTY. SUZETTE T. GANNABAN-MEDINA**  
*OIC-Assistant Regional Director, MIMAROPA Region*  
*OIC-Head, Child Protection Unit*

SUBJECT : **REQUEST FOR DATA ON CHILD PROTECTION COMMITTEES**  
**IN SCHOOLS**

DATE : January 10, 2022

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Pursuant to DepEd Order No. 003, s. 2021, otherwise known as the *Creation of the Child Protection Unit and the Child Rights in Education Desk in the Department of Education*, the Child Protection Unit (CPU), under the supervision of this Office,<sup>1</sup> was mandated to “serve as the lead office of the Department in planning, implementing, coordinating, monitoring, and evaluating programs, projects and activities, including intervention mechanisms, related to child protection at different governance levels of the Department.”<sup>2</sup>

Correspondingly, under DO No. 003, the Education Support Services Division at the Regional Level,<sup>3</sup> the Schools Governance and Operations Division at the Schools Division Office Level,<sup>4</sup> and the Child Protection Committees (CPCs) at the School Level<sup>5</sup> are the coordinating arms of the CPU for the planning, implementation, monitoring and evaluation, reporting, and coordination of child protection concerns.

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<sup>1</sup> Paragraph 8, Enclosure to DepEd Order No. 003, s. 2021.

<sup>2</sup> Paragraph 12(b), *Ibid.*

<sup>3</sup> Paragraph 16, *Ibid.*

<sup>4</sup> Paragraph 17, *Ibid.*

<sup>5</sup> Paragraph 18, *Ibid.*



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Further, in accordance with DepEd Order No. 40, s. 2012, or the “DepEd Child Protection Policy,” **all public and private elementary and secondary schools shall establish a CPC**,<sup>6</sup> which shall be composed of the following, *viz*:

1. School Head/Administrator- Chairperson;
2. Guidance Counselor/Teacher- Vice Chairperson;
3. Representative of the Teachers as designated by the Faculty Club;
4. Representative of the Parents as designated by the Parents-Teachers Association;
5. Representative of pupils, students and learners as designated by the Supreme Student Council; and
6. Representative from the Community as designated by the *Punong Barangay*, preferably a member of the *Barangay Council for the Protection of Children (BCPC)*.

In view of the foregoing, may we request the **list of the focal persons for Education Support Services Division (ESSD), Schools Governance and Operations Division (SGOD), and the members of the Child Protection Committees in Schools and the accomplishment of the CPC Training Needs Survey (Enclosure)** through the Google link : <https://tinyurl.com/CPCTrainingNeedsSurvey>.

The requested information will be utilized by the CPU for the reinforcement of DO 40 s. 2012 in relation to the mandatory establishment of the CPCs in schools, as well as for the development of a monitoring tool to determine the functionality of the said CPCs.

Kindly submit the said survey form on or before **January 24, 2022**. Immediate dissemination of, and response to, this Memorandum are desired.

For your immediate compliance.

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<sup>6</sup> Section 10, DepEd Order No. 40, s. 2012.



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**Enclosure:**

**CPC TRAINING NEEDS SURVEY**

**I. Profile Information**

DIRECTION: Fill in all applicable white spaces.

|   |             |                       |                      |
|---|-------------|-----------------------|----------------------|
| <b>Region</b>   |             |                       |                      |
| <b>Division</b>   |             |                       |                      |
| <b>Name of School</b>   |             |                       |                      |
|   | <b>Name</b> | <b>Contact Number</b> | <b>Email Address</b> |
| <b>Focal Person for Education Support Services Division (ESSD)</b>        |             |                       |                      |
| <b>Focal Person for Schools Governance and Operations Division (SGOD)</b> |             |                       |                      |
| <b>School Head/Administrator - Chairperson</b>                            |             |                       |                      |
| <b>Guidance Counselor/Teacher-Vice Chairperson</b>                        |             |                       |                      |
| <b>Representative of the Teachers</b>                                     |             |                       |                      |
| <b>Representative of the Parents</b>                                      |             |                       |                      |
| <b>Representative of pupils, students and learners</b>                    |             |                       |                      |



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|  |  |  |  |
|--|--|--|--|
| <b>Representative from the Community</b> |  |  |  |
|--|--|--|--|

**II. Training Needs**

DIRECTION: Please indicate your training needs in the context of the establishment of your child protection committee (CPC) on a scale of 1- 5 (1-least preferred, 5- Most preferred)

**A. Training Topics**

| Training Topic   | 1 | 2 | 3 | 4 | 5 |
|--|---|---|---|---|---|
| <b>1. DepEd Policies and programs on Child Protection</b>  |   |   |   |   |   |
| a. The Child Protection Policy   |   |   |   |   |   |
| b. Implementing Rules and Regulations (IRR) of Republic Act No. 10627, otherwise known as the Anti-Bullying Act of 2013    |   |   |   |   |   |
| c. Guidelines on Children-at-Risk (CAR) and Children in Conflict with the Law (CICL)                                       |   |   |   |   |   |
| d. Protection of Children in Armed Conflict  |   |   |   |   |   |
| e. Guidelines on Child Online Protection: Child Safeguarding for Information and Communication Technology and Social Media |   |   |   |   |   |
| <b>2. The Child Protection Committee</b>   |   |   |   |   |   |
| a. Composition   |   |   |   |   |   |
| b. Functions   |   |   |   |   |   |
| <b>3. Handling Child Protection Concerns</b>   |   |   |   |   |   |
| a. Bullying and Cyberbullying  |   |   |   |   |   |
| b. Child Sexual Abuse  |   |   |   |   |   |
| c. Child Online Protection Concerns  |   |   |   |   |   |



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|  |  |  |  |  |  |
|--|--|--|--|--|--|
| d. Misinformation and Disinformation online            |  |  |  |  |  |
| e. Corporal Punishment                                 |  |  |  |  |  |
| f. Children at Risk                                    |  |  |  |  |  |
| g. Children in Conflict with the Law                   |  |  |  |  |  |
| h. Child Labor   |  |  |  |  |  |
| i. Trafficking of Children                             |  |  |  |  |  |
| j. Early Childhood Marriage                            |  |  |  |  |  |
| k. Children with Special Needs (learning disabilities) |  |  |  |  |  |
| l. Children with Disabilities (physical, etc)          |  |  |  |  |  |
| m. Children in Armed Conflict Situations               |  |  |  |  |  |
| n. Children in IP Communities                          |  |  |  |  |  |
| o. Early Pregnancy and Children                        |  |  |  |  |  |
| <b>4. Case Management</b>                              |  |  |  |  |  |
| <b>5. Positive Discipline</b>                          |  |  |  |  |  |
| <b>6. OTHER TOPICS:</b>                                |  |  |  |  |  |
| <b>a.</b>  |  |  |  |  |  |
| <b>b.</b>  |  |  |  |  |  |
| <b>c.</b>  |  |  |  |  |  |

**B. Skills Expectation**

|  |
|--|
| <p>1. What skills have you developed relative to child protection concerns?<br/>         (Provide information of the modules, workshops, courses, professional experience that enable you to develop these skills.)<br/>         [E. g. interpersonal skills, communication skills]</p> <p>Cite “None” if there is none.</p> |
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2. What skills or training does your CPC need to develop and/or acquire to become a functional and effective CPC? List them down.