



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

FEB 03 2023

MEMORANDUM

**BE PROTECTED III
SERIES OF CHILD PROTECTION UNIT PROCESS-BASED SCHEME
MANAGEMENT – DATA CONSOLIDATION AND TECHNICAL ASSISTANCE
PROVISION FOR SCHOOLS CHILD PROTECTION COMMITTEE (CPC)**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. In line with Division Memorandum No. 122, s. 2021, entitled, Creation of the Division Child Protection Unit”, this Office announces the conduct of the above-captioned activity on **February 24, May 26, September 22 & November 24, 2023**, 9:00 a.m. to 2:00 p.m., 4th Floor, Student Center for Life Skills Building, Centennial Avenue, Tunasan, Muntinlupa City.

2. The said activity aims to establish and maintain a monitoring and reporting mechanism for child protection-related concerns. The program shall be the avenue for the school-based program implementers to air concerns and suggest the proper linkage and actions, identify the pressing concerns on the implementation of Child Protection Policy (CPP), and provide technical assistance to the school Child Protection Committee (CPC) in their implementation of the said policy.

3. Attached with this Memorandum are the list of participants and the activity matrix, for reference.

4. Moreover, the participation of public schools shall be subject to the no disruption of classes policies stipulated in DepEd Order No. 34, s. 2022 titled, School Calendar and Activities for the School Year 2022-2023 and DepEd Order No. 9, s. 2005 titled, Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.

5. Immediate and wide dissemination of, and compliance to this Memorandum is desired.

CARLEEN S. SEDILLA CESO V
Schools Division Superintendent

Enclosure: As stated

References: None

To be indicated in the Perpetual Index
under the following subjects:

TEACHERS TRAINING PROGRAMS

KSJT / BE PROTECTED III: SERIES OF CHILD PROTECTION UNIT PROCESS-BASED SCHEME MANAGEMENT – DATA
CONSOLIDATION AND TECHNICAL ASSISTANCE PROVISION FOR SCHOOLS CHILD PROTECTION COMMITTEE (CPC)

039 / FEBRUARY 1, 2023

UN-2023-039



Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City

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MANAGEMENT – DATA CONSOLIDATION AND TECHNICAL ASSISTANCE
PROVISION FOR SCHOOLS CHILD PROTECTION COMMITTEE (CPC)

February 24, May 26, September 22 & November 24, 2023

9:00 a.m. to 2:00 p.m.

4th Floor, Student Center for Life Skills Building, Centennial Avenue, Tunasan, Muntinlupa City

List of Participants

Participants	Number
Schools Division Superintendent	1
OIC- Asst. Schools Division Superintendent	1
Guidance Counselor/Guidance Advocates	32
CPC Teacher Representative	32

Program Management Team	Role
Ms. Ma. Regale A. Olarte Education Program Supervisor, SGOD Division CPU Focal Person	Facilitator
Ms. Rochelle A. Jimenez Senior Education Program Specialist, SOCMON	Facilitator/ Technical Support
Atty. Erness Faith Regacho Attorney III / Division Legal Officer	Facilitator
Ms. Sue Ann R. Yago Project Development Officer I	Documentation/ Technical Support
Mr. King Solidini J. Torres Project Development Officer I	Emcee/Technical Support



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February 24, May 26, September 22 & November 24, 2023

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4th Floor, Student Center for Life Skills Building, Centennial Avenue, Tunasan, Muntinlupa City

Activity Matrix

FEBRUARY 24, 2023

VENUE: SDO ACTIVITY CENTER

HOST SCHOOL: MUNTINLUPA SCIENCE HIGH SCHOOL

TIME	ACTIVITY	PERSON INVOLVED
9:00 -9:30 am	Registration Opening Program - National Anthem - Prayer - Introduction of Participants - Statement of Purpose and Overview of the Project - Message/Opening Remarks	Host School Ms. Ma. Regale A. Olarte Education Program Supervisor, SGOD Division CPU Focal Person Ms. Carleen S. Sedilla CESO V Schools Division Superintendent
9:30–10:00 am	Updates and Issuances	Ms. Sue Ann R. Yago Project Development Officer I Alternate Division CPU Focal Person
10:00-11:30 am	Strengthening the Rights of Children: Exercising of Cutting-Edge Child Responsibilities	HOST SCHOOL
11:30 am – 12:30 pm	LUNCH BREAK	
12:30 - 2:00 pm	Validation of School Needs and Practices/ Feedbacking	Atty. Erness Faith Regacho Attorney III Division Legal Officer
	Other related concerns	Division CPU
	Clearing House	Host School



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MAY 26, 2023

VENUE: **SDO ACTIVITY CENTER**

HOST SCHOOL: **ALABANG ELEMENTARY SCHOOL**

TIME	Flow of the Round Table Discussion	Person Involved
9:00 -9:30 am	Registration Preliminaries - National Anthem - Prayer - Introduction of Participants	Host School
9:30-10:00 am	Updates and Issuances	Ms. Ma. Regale A. Olarte Education Program Supervisor, SGOD Division CPU Focal Person
10:00-11:30 am	Presentation of the Updated School-based Child Protection Policy and The Child Rights Programs with I AM SAM	HOST SCHOOL & I AM SAM Representatives
11:30 am – 12:30 pm	LUNCH BREAK	
12:30 - 2:00 pm	Validation of School Needs and Practices/ Feedbacking	Atty. Erness Faith Regacho Attorney III Division Legal Officer
	Other related concerns	Division CPU
	Clearing House	Host School

SEPTEMBER 22, 2023

VENUE: **SDO ACTIVITY CENTER**

HOST SCHOOL: **CUPANG SENIOR HIGH SCHOOL**

TIME	Flow of the Round Table Discussion	Person Involved
9:00 -9:30 am	Registration Preliminaries - National Anthem - Prayer - Introduction of Participants	Host School
9:30-10:00 am	Updates and Issuances	Ms. Sue Ann R. Yago Project Development Officer I Alternate Division CPU Focal Person
10:00am-12:00 nn	Writeshop on the Crafting of School-Based Student Handbook	Ms. Janet Deuda Administrative Officer Social Services Department
12:00 – 1:00 pm	LUNCH BREAK	
1:00 - 4:00 pm	Crafting and Initial Revision of the School-Based Student Handbook	School CPC Representatives
	Other related concerns	Division CPU
	Clearing House	Host School



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NOVEMBER 24, 2023

VENUE: SDO ACTIVITY CENTER

HOST SCHOOL: POBLACION ELEMENTARY SCHOOL

TIME	Flow of the Round Table Discussion	Person Involved
9:00 -9:30 am	Registration Preliminaries - National Anthem - Prayer - Introduction of Participants	Host School
9:30-11:00 am	Presentation of the Final Draft of the School-Based Student Handbook	School CPC Representative
11:00-11:30 am	Annual Consolidation of Guidance Reports on cases of CICL, CAR and Bullying and Related Intervention	School CPC Representative
11:30 am – 12:30 pm	LUNCH BREAK	
12:30 - 2:00 pm	Validation of School Needs and Practices/ Feedbacking	Atty. Erness Faith Regacho Attorney III Division Legal Officer
	Other related concerns	Division CPU
	Closing Message	Nerissa Roxas-Lomeda PhD Chief Education Supervisor, SGOD OIC- Asst. Schools Division Superintendent



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