



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

OCT 08 2025

MEMORANDUM
No 511 s. 2025

PHASE II OF THE LEARNER AND PROTECTION SPECIALIZATION COURSE

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

1. Attached is Regional Memorandum No. 902, s. 2025, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Special attention is invited to the fourth item of the said Memorandum, relative to the indicative program of activities and list of participants .
3. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI

Assistant Schools Division Superintendent
Officer-In -Charge
Office of the Schools Division Superintendent

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects

LEARNERS RIGHT PROTECTION

KSJT/DM/ PHASE II OF THE LEARNER AND PROTECTION SPECIALIZATION COURSE
511/October 3, 2025

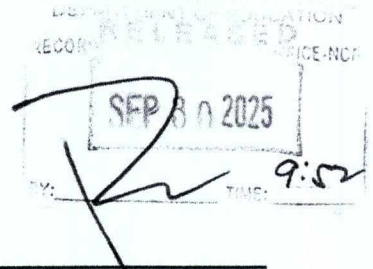
NUM-2025-511



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
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REGIONAL MEMORANDUM
 ORD-2025- 902

RECEIVED BY:
 10/9/2025 - 4:11 PM
 MARLON A. SALONGA
 SDO-MUNTINLUPA (RECORDS UNIT)

TO : Schools Division Superintendents
 School Governance and Operations Division Chiefs
 Division Learner Rights and Protection Focals
 School Heads
 All Others Concerned

**PHASE II OF THE LEARNER RIGHTS AND PROTECTION
 SPECIALIZATION COURSE**

1. The Department of Education –National Capital Region through the Learner Rights and Protection Section will hold a training workshop titled **“Phase II of the Learner Rights and Protection Specialization Course”**. This 4-day event will take place from October 14 to 17, 2025, at Leonida’s Exclusive Resort, Banga, Talisay, Batangas.

2. The workshop aims to reinforce and further discuss DepEd policies, and delved into policy application and management of LRP cases to sustain advocacy efforts. The One Hundred (100) selected participants are the School Governance and Operations Division (SGOD) Education Program Supervisors, EPS of Guidance/Edukasyon sa Pagpapakatao (EsP), Secondary and Elementary School Heads, and Registered Guidance Counselors in NCR. Expected participants shall register on or before October 6, 2025, at this link:
<https://forms.gle/WLX4CL3kR4TK4pYC8>.

3. Program arrangements are as follows:

- a. The Opening Program shall commence on October 14, 2025 (Day 1) at 10:00 AM, with AM snacks as the first meal. The standard hour for the check-in of participants is between 11:00 AM – 12:00 NN;
- b. Participants are enjoined to observe punctuality and active learning involvement during the activity;
- c. Participants are requested to carry out a flexible mechanism to ensure the continuity of their duties while attending the activity;
- d. Checkout of participants, Program Management Team, and Resource Persons will be on October 17, 2025 (Day 4), at 12:00 NN.
- e. Only those participants who completed the prescribed hours and submitted the activity requirements shall be given a Child Protection



Address: 6 Misamis St., Bago Bantay, Quezon City
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Specialist Certificate.


4. Please find attached documents for guidance and reference:

- Enclosure 1: Program Management Team
- Enclosure 2: Indicative Program of Activities
- Enclosure 3: List of Participants

5. Travel expenses shall be charged against local funds, while the board and lodging of the participants shall be charged from the LRPO-CO Program Support Funds (PSF), subject to the usual COA rules and regulations.

6. For queries and other concerns, please contact Dr. Leonila C. Mustapha, Education Program Supervisor, Head-Learner Rights and Protection Section at email address: lrps.ncr@deped.gov.ph.

7. Immediate dissemination of this Memorandum is desired.

JOCELYN DR ANDAYA 
Regional Director, National Capital Region
Concurrent Officer-in-Charge, Office of the
Assistant Secretary for Operations

Encls: As stated



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Enclosure 1

**PHASE II OF THE LEARNER RIGHTS AND PROTECTION
 SPECIALIZATION COURSE**

Venue: Leonida's Exclusive Resort, Banga, Talisay, Batangas.

Date: October 14-17, 2025

Program Management Team

Program Manager: Leonila C. Mustapha, EPS, RO LRP Focal

Asst. Program Managers: Albert D. Villamor, EPS, Div. LRP Focal
 SDOMarikina

Bernardita A. Perez, EPS, Div. LRP Focal, SDO Pasay

Technical Management	James Phillip Pedrina Mary Stephanie R. Magdamit Mark Lyndon B. Garcia
Documentation & Activity Report	Romel I. Aplacador Mara Paredes Grace D. Cunanan
Program and Invitation	Kristine Nova P. Molido Ieryn S. Simborio
Attendance and Registration	Elvira T. Villanueva Donna F. Capuli
Certificates of Appreciation and Participation	Donette Dacles Sohaila Disomimba
Accommodation & Room Assignment	Bernardita A. Perez Donette Dacles Sohaila C. Disomimba
Distribution of Learning Materials & Consolidation of Outputs	Donette Dacles Sohaila C. Disomimba Grace D. Cunanan
Master of Ceremonies	King Solidini J. Torres
Development of Guidelines & Procedures on the Management of Learner Rights and Protection (LRP) Cases	
Editing Team	Alberto D. Villamor Bernardita A. Perez Rose Ann B. Pamintuan
Layout Team	Mary Stephanie R. Magdamit Mark Lyndon B. Garcia Kristine Nova P. Melido Rosally L. Roque
Consolidation of Outputs	Donette Dacles Grace D. Cunanan Sohaila C. Disomimba



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Enclosure 2

Indicative Program of Activities

Day 1- October 14, 2025		
In-Charge: PAMAMAZON Team		
Time	Activities	In-Charge / SME
8:00 AM-10:00AM	Arrival, and registration of participants	
10:00AM-10:15 AM	AM Snack	
Opening Program		
10:15 AM-12:00NN	<ul style="list-style-type: none"> • Nationalistic Song • Interfaith Prayer • Panatang Makabata • DepEd Quality Policy Statement 	AVP
	Welcome Remarks	Joel T. Torrecampo, CESO VI Officer-in-Charge, Office of the Assistant Regional Director
	Director's Message	Jocelyn DR Andaya Regional Director, NCR Concurrent Officer-in-Charge office of the Assistant Secretary for Operations
	Acknowledgement of Participants House Rules and Leveling of Expectations Statement of Purpose Pre-Assessment Test	PMT
12:00NN-1:00PM	Lunch	
1:00 PM-2:30PM	National Capital Region (NCR) Guidelines & Procedures on the Management of Learner Rights and Protection (LRP) Cases Overview & Development Process	Dr. Leonila C. Mustapha Education Program Supervisor Regional LRP Focal
2:30PM-2:45 PM	Working Health Break	
2:45 PM – 4:45 PM	Anti-Online Sexual Abuse or Exploitation of Children (OSAEC) and Anti-Child Sexual Abuse or Exploitation Materials (CSAEM) Case Management	Atty. Rhujen S. Osmena Legal Officer III SDO Las Pinas
4:45PM – 5:00 PM	Synthesis and Reminders	
5:00 PM – 6:30 PM	Dinner	



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Day 2- October 15, 2025 In-Charge: CAMANAVA TEAM		
8:00 AM – 8:15 AM	Management of Learning	PMT
8:15 AM – 10:15 AM	Case Management on Bullying and Retaliation Cases	Dr. Alberto D. Villamor Education Program Supervisor Child Protection Specialist SDO LRP Focal, Marikina City
10:15AM-10:30AM	Working Health Break	
10:30AM-12:00 NN	Early Detection and Intervention of Discrimination and Abuse for Learners with Disabilities	Mr. John Michael Jalayajay Supervising Senior Program Specialist Student Inclusion Division, CO
12:00NN – 1:00 PM	Lunch	
1:00PM – 2:30PM	Children-at-Risk (CAR) and Children in Conflict with the Law (CICL) Case Management	Ms. Leah Eborda Sudsakorn, JD Child Protection Specialist Div. LRP Focal, SDO Paranaque
2:30 PM -3:30 PM	Case Management Sample (Bullying & Child Abuse) With Assessment & Intervention Plan	Ms. Susan C. Militar Registered Guidance Counselor SDO Marikina City
3:30 PM - 3:45 PM	Working Health Break	
3:45 PM -4:45 PM	Utilization of Learner Rights and Protection (LRP) Forms & Thorough Documentation	Ms. Rose Ann B. Pamintuan Child Protection Specialist Division LRP Focal, SDO Pasig City
4:45 PM - 5:00 PM	Synthesis and Reminders	
5:00 PM – 6: 30 PM	Dinner	
Day 3- October 16, 2025 In-Charge: PAMAMARISAN Team		
8:00 AM– 8:15 AM	Management of Learning	TWG
8:15 AM– 9:15 AM	Case Management Strategies for Gang-Related Incidents	Mr. Elias Adrian II K. Santos Education Program Specialist Division LRP Focal, SDO Valenzuela
9:15 -10:15 AM	Re-entry Plan for LRP Programs, Projects, and Activities (PPAs) of 16 Schools Division Offices (SDOs)	Dr. Bernardita A. Perez Child Protection Specialist Education Program Supervisor Division LRP Focal, SDO Pasay
10:15 AM–10:30 AM	Working Health Break	
10:30 AM-12:00 NN	Workshop on Guidelines & Procedures on the Management of Learner	PAMAMAZON: CAR & CICL MUNTAPARLAS: OSAEC/CSAEM



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	Rights and Protection (LRP) Cases	CAMANAVA: Learners with Disabilities PAMAMARISAN: Bullying & Retaliation
12:00NN – 1:00 PM	Lunch	
1:00PM- 2:30 PM	Continuation of the Workshop	4 Clusters
2:30PM- 2:45PM	Working Health Break	
2:45- 5:00 PM	Presentation of Output Cum Critiquing	4 Clusters
5:00 PM – 6:30 PM	Dinner	
Day 4- October 17, 2025 In-Charge: MUNTAPARLAS Team		
8:00 AM – 8:30 AM	Management of Learning	PMT
8:30 AM – 10:30 AM	Continuation of Presentation of Output Cum Critiquing	4 Clusters
10:30AM-10:45AM	Working Health Break	
10:40 AM – 12:00 NN	Finalization of Output	4 Clusters
12:00NN – 1:00PM	Lunch Hotel Check Out	
1:00 PM - 2:00 PM	Consolidation of Outputs	Donette Dacles Grace D. Cunanan Sohaila C. Disomimba
1:00 PM - 2:00 PM	Post Assessment QAME	
2:00 PM – 3:00 PM	Closing Ceremony Awarding of Certificates Impression Challenge/Closing Message Response from the participants Closing Prayer Singing of DepEd NCR Hymn	



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Enclosure 3

**PHASE II OF THE LEARNER RIGHTS AND PROTECTION
SPECIALIZATION COURSE**

List of Participants

SDO/Office	Name	Position/ Designation
Central Office	1. Escobedo, Ma-Ann C.	Leaner Rights and Protection Division- Central Office
	2. Jalayajay, John Michael	Supervising Program Specialist DepEd, Central Office
Regional Office	3. Mustapha, Leonila C.	Education Program Supervisor Head, LRP Section
	4. Esperanza, Atty. Annaliza G.	Legal Officer IV, Legal Unit Head Supervision In-Charge, ORD
	5. Dacles, Donette	TA II-COS, RO
	6. Disomimba, Sohaila C.	AS II-COS, RO
	7. Aplacador, Romel I.	COS, RO
Caloocan City	8. Tugo, Myris Joy DG.	Division LRP Focal Person
	9. Yjares, Josephine V.	Division LRP Alternate
	10. Gutierrez, Domitilla S.	School Head, Elementary
	11. Ocol, Arlene C.	School Head, High School
	12. Gaddi, Joane S.	High School Guidance Counselor
	13. Angeles, Angelo Kristoferson	High School Guidance Counselor
	14. James Phillip Pedrina	TA I- COS
Las Piñas City	15. Magdamit, Mary Stephanie R.	Division LRP Focal Person
	16. Garcia, Mark Lyndon B.	Division LRP Alternate
	17. Razon, Sharon C.	Senior Education Program Specialist
	18. Mamon, Mark Anthony C.	School Head, High School
	19. Tagle, Felices P.	Education Program Supervisor
	20. Magdamit, Roela C.	School Head, Elementary
	21. Osmeña, Atty. Ruhjen O.	Division Legal Officer III
	22. Villanueva, Elvira T.	Division LRP Focal Person
	23. Capuli, Donna F.	Division LRP Alternate



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Malabon City	24. Perez, Rodelio Jr. I.	School Head Elementary
	25. Doce, Annie D.	High School Guidance Counselor
	26. Farma, Cynthia P.	Schools Division Counselor
	27. Yang, Marivic V.	High School Guidance Counselor
Makati City	28. Borlado, Welbert D.	Division LRP Focal Person
	29. Roque, Rosally L.	Division LRP Alternate
	30. Quemquem, Krissel B.	Education Program Supervisor
	31. Roque, Mary Rose M.	School Head Elementary
	32. Ampo, Kim G.	High School Guidance Counselor
	33. Melo, Juliet H.	School Head High School
Mandaluyong City	34. Quibuyen, Laraine	Division LRP Alternate
	35. Bullanday, Gigi G.	School Head High School
	36. Cuevas, Richarmie M.	High School Guidance Counselor
	37. Catibog, Elizabeth E.	School Head Elementary
	38. Macospag, Gaudiosa V.	High School Guidance Counselor
	39. Pabayo, Maria Christina L.	High School Guidance Counselor
Manila	40. Basa, Maricel	PSDS
	41. Lim, Angelina R.	Division LRP Alternate
	42. Ancheta, Joie Fe D.	Education Program Supervisor
	43. Luna, Ma. Josefina Bueno	School Head, High School
	44. Valenzuela, Kathleen U.	High School Guidance Counselor
	45. Deliah, Flores	School Head, Elementary
	46. Paredes, Atty. Mara	TA I- COS
Marikina City	47. Villamor, Alberto D.	Division LRP Focal Person
	48. Cortes, Sunny T.	Education Program Specialist II
	49. Militar, Susan C.	High School Guidance Counselor
	50. Mingoy, Marina G.	School Head, High School
	51. Cabacungan, Maritoni B.	School Head, Elementary
	52. Villanueva, Leilani N.	Education Program Supervisor
	53. Palce, Liliba B.	Education Program Supervisor



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Muntinlupa City	54. Torres, King Solidini J.	Division LRP Alternate
	55. Canasa, Hilario G.	School Head Elementary
	56. Macaranas, Julius V.	High School Guidance Counselor
	57. Dig, Amielyn A.	Division LRP Committee Member
	58. Querubin, Ador B.	School Head High School
Navotas City	59. De Vera, Maria Maurine G.	Division LRP Alternate
	60. Orcine, Daisy M.	School Head High School
	61. Antonio, Jennie Vie R.	School Head Elementary
	62. Calimag, Maria Oliva C.	High School Guidance Counselor
	63. Cabinbin, Preciosa N.	Education Program Supervisor
Parañaque City	64. Sudsakorn, Leah Eborda	Division LRP Focal Person
	65. Rumbaoa, Rosie O.	EPS, Division LRP Alternate
	66. Sarmiento, Jaime Jr. O.	School Head High School
	67. Nacional, Loida R.	High School Guidance Counselor
	68. Baggayan, Flora C.	School Head Elementary
	69. Brigola, Arlyn M.	Education Program Supervisor
Pasay City	70. Perez, Bernardita A.	Division LRP Focal Person
	71. Abad, Oliver B.	School Head Elementary
	72. Afuang, Ana Marie A.	Education Program Supervisor
	73. Dauba, Pauline M.	High School Guidance Counselor
	74. Torres, Grace B.	School Head High School
	75. Santiago, Marra Alyssa P.	High School Guidance Counselor
Pasig City	76. Pamintuan, Rose Ann B.	Division LRP Focal Person
	77. Fernandez, Camille Marie V.	Division LRP Member
	78. Aragon, Joselito C.	Cluster School LRP Focal Person
	79. Villadiego, Marife V.	School Head, Elementary
	80. Padilla, Francisco Jr., V.	YFD Coordinator
Quezon City	81. Caballero, Marietta S.	EPS, Div. LRP Focal
	82. Cunanan, Grace Dominique	Division LRP AS II-COS
	83. Palaran, Janice A.	School Head, Elementary



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	84. Trinidad, Jose Jr., S.	Division LRP Alternate
	85. Obierna, Gina Labor	School Head High School
	86. Ramos, Pinky M.	High School Guidance Counselor
San Juan City	87. Melido, Kristine Nova P.	Division LRP Focal Person
	88. Devilleres, Mery Jean E.	School Head, Elementary
	89. Mate, Maria Rosemarie Annie	High School, Guidance Counselor
	90. Noemi A. Velario	Education Program Supervisor
	91. Gempisao, Leovigilda G.	Education Program Supervisor
	92. Camayra, Cesar A.	School Head High School
Taguig City and Pateros	93. Lorilyn, Lea M.	Division LRP Focal Person
	94. Simborio, Ieryn S.	Division LRP Alternate
	95. Abisado, Jose Jr. F.	Education Program Supervisor
	96. Valenzuela, Elpidia M.	High School Guidance Counselor
	97. Verzosa, Jeniffer C.	School Head High School
	98. Balantac, Donnabel F.	School Head Elementary
Valenzuela City	99. Santos, Elias Adrian II K.	Division LRP Focal Person
	100. PeñaFlorida, Odelon B.	School Head High School
	101. Salvador, Loreta L.	Education Program Supervisor
	102. Ventura, Sharon P.	High School Guidance Counselor
	103. Viray, Maria Lourdes B.	School Head, Elementary
	104. Jeffrey V. Corral	Teacher III