



Republic of the Philippines  
**Department of Education**

NATIONAL CAPITAL REGION  
 SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**Office of the Schools Division  
 Superintendent**

FEB 02 2026

**MEMORANDUM**

**DIVISION ROLL-OUT OF THE REGIONAL GUIDELINES ON ENSURING  
 SAFE NATIONAL CAPITAL REGION (NCR) SCHOOLS**

To: 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. This Office announces the conduct of the above-captioned activity to be held on **February 6, 2026, 9:00 AM to 5:00 PM**, at the **4<sup>th</sup> Floor, SDO Activity Center**.

2. The expected participants to the said activity are the following:


<b>All School Heads (Including ALS Supervisor)</b>	<b>30</b>
<b>Public Schools District Supervisors</b>	<b>10</b>
<b>Muntinlupa Parents-Teachers Assoc. Federation Executive Officers</b>	<b>5</b>
<b>Barangay CPC/Representatives</b>	<b>9</b>

The concerned participants are required to pre-register on or before **February 2, 2026**, through the link: <https://tinyurl.com/2026LRP-SAFENCR>.

3. Attached are the program of activities and the list of Program Management Team, for reference.

4. Moreover, the participation of public schools shall be subject to the no disruption of classes policy stipulated in 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 this Memorandum is desired.

  
**VIOLETA M. GONZALES CESO VI**  
 Assistant Schools Division Superintendent  
 Officer-In-Charge  
 Office of the Schools Division Superintendent

References: None

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

LEARNER RIGHTS GUIDELINES

KSJT / DIVISION ROLL-OUT OF THE REGIONAL GUIDELINES ON ENSURING SAFE NATIONAL CAPITAL REGION (NCR) SCHOOLS

045 / JANUARY 30, 2026

### Program of Activities

Time	Activity	In-Charge
9:00-9:30 a.m.	Registration Opening Program <ul style="list-style-type: none"> <li>- National Anthem</li> <li>- Prayer</li> <li>- Introduction of Participants</li> <li>- Statement of Purpose</li>   <li>- Message/Opening Remarks</li> </ul>	<b>PMT</b>  <b>Ms. Ma. Regalee A. Olarte</b> Chief Education Supervisor, SGOD Division LRP Focal Person  <b>Dr. Violeta M. Gonzales, CESO VI</b> Asst. Schools Division Superintendent OIC- Schools Division Superintendent
Session Proper		
9:30 – 10:00 a.m	<b>Overview of the Regional Memorandum No. 004, s. 2026, entitled, Regional Guidelines on Ensuring Safe National Capital Region (NCR) Schools</b>	<b>Ms. Ma. Regalee A. Olarte</b> Chief Education Supervisor, SGOD Division LRP Focal Person
10:00 am–12:00 nn	<b>Anti-Bullying Guidelines</b>	<b>Atty. Erness Faith Regacho-Espanto</b> Division Legal Officer
12:00nn–1:00 p.m.	<b>Lunch Break</b>	
1:00 – 2:00 p.m.	<b>Responsible Use of Portable Electronic Device</b>	<b>Mr. Hilario G. Canasa</b> School Head Putatan Elementary School President, PESPA-Muntinlupa Child Protection Specialist
2:00 – 3:30 p.m.	<b>Bag Inspection in Schools</b>	<b>Mr. Eduardo L. Kondo</b> Project Development Officer II Division DRRM Coordinator
3:30 – 4:30 p.m.	<b>Student Discipline and Interventions</b>	<b>Dr. Ador B. Querubin</b> School Head Muntinlupa Science HS President, NASSPHIL-Muntinlupa Child Protection Specialist
4:30 p.m. onwards	<b>Closing Ceremony</b> Awarding of Certificates  <b>Closing Remarks:</b>	
		<b>Dr. Lilia A. Ricero</b> Asst. Schools Division Superintendent

<b>Program Management Team</b>
Ms. Ma. Regalee A. Olarte Chief Education Supervisor, SGOD
Mr. Christian Paul Dela Vega Senior Education Program Specialist, SOCMON
Ms. Cecilia Teresa C. Claudel Education Program Specialist II, SOCMON
Mr. Eduardo L. Kondo Project Development Officer II, DRRM
Mr. King Solidini J. Torres Project Development Officer I, YFD
Ms. Ma. Romma S. Pagador Project Development Officer I, YFD