

Bepartment of Education

REGION X - NORTHERN MINDANAO DIVISION OF MALAYBALAY CITY

| OM | 2023-06-241 |
|-----------|-------------------------------|
| DEPED MAL | AYBALAY CITY DIVISION |
| DATE: 6 | RELEASED 26 23 TIME: 12:30 |
| BY: | |
| | - 1 |

DIVISION MEMORANDUM No. 24, , s. 2023

TO

: Assistant Schools Division Superintendent

Chief Education Supervisors, CID and SGOD

Public Schools District Supervisors

Elementary and Secondary School Heads

All Others Concerned

This Division

FROM

CHERRY MAE/LIMBACO-REYES

School Division Superintendent

DATE : June 27, 2023

SUBJECT: CONDUCT OF CONSULTATION CONFERENCES FOR THE

ENHANCEMENT OF DEPED ORDER NO. 40. S, 2012, OTHERWISE

KNOWN AS THE "DEPED CHILD PROTECTION POLICY"

1. Pursuant to DepEd OUOPS NO. 2023-07-4251, dated May 9, 2023, the field is hereby informed on the conduct of Consultation Conferences for the Enhancement of DepEd Order No. 40. S, 2012, otherwise known as the "DepEd Child Protection Policy".

2. The consultation conferences shall be conducted on the following schedule:

| Batch | Participants | No. of Participants | Date | Venue |
|-------|--------------|---------------------|--------------|------------------------|
| 1 | Learners | 50 | July 5, 2023 | D' Gardens Party Venue |
| 2 | Adults | 55 | July 7, 2023 | BNHS LPT Hall |

- 3. Please see attached list of participants to the above-mentioned activity.
- 4. School heads are directed to inform the concern participants (SELG/SSLG presidents/SPTA presidents/Barangay EdCom Chair/Guidance Counselors) and make sure that learners (newly elected SELG/SSLG Presidents) who will be participating to the said activity will be on modular/distant learning scheme. Learner-participants are instructed also to secure parents consent/permit to be presented during registration.



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City Telefax No.: 088-314-0094; Telephone No.: 088-813-1246





Department of Education

REGION X - NORTHERN MINDANAO DIVISION OF MALAYBALAY CITY

- 5. The identified division personnel & focal persons are required to report during the conduct of two (2) batches.
- 6. Local funds shall defray the participants' travel and incidental expenses subject to the usual accounting, budgeting and auditing rules and regulations.
- 7. For further clarifications, please contact Rosalio P. Arangeo, Education Program Supervisor Division Learner Rights and Protection Focal Person at 0917-159-4825.
- 8. Immediate dissemination and compliance to this Memorandum is enjoined.



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Department of EducationREGION X - NORTHERN MINDANAO

REGION X - NORTHERN MINDANAO DIVISION OF MALAYBALAY CITY

INDICATIVE PROGRAM OF THE CONSULTATION CONFERENCE WITH LEARNERS

July 5, 2023

| Time | ime Activity/Topic Methodology and Expected Output | | Facilitator/Person- in-Charge |
|----------------|--|-----------------------|--------------------------------|
| | | | |
| 8:00 - 8:15 AM | Registration of | | |
| <u> </u> | Participants | | |
| | Opening Program | | |
| | Invocation | | |
| | National anthem | | SDO Team |
| | Safeguarding Protocol | | |
| 8:15 - 8:30 AM | Opening Remarks | | Lorenzo O. Capacio, EdD |
| | | | CES, SGOD |
| | | Plenary | CHERRY MAE LIMBACO- |
| | MESSAGE | | REYES |
| | | | Schools Division Superintenden |
| 8:40 - 8:45AM | The Need to Enhance | | Video Message of Atty. Suzette |
| | the Child Protection | | Gannaban-Medina |
| | Policy | | |
| 8:45 - 9:00AM | "Kumusta Ka" | | SDO Team |
| | Energizer | | |
| | | | |
| | Laying down of | | |
| | Consultation | Plenary | |
| | Mechanics (Note: At | | |
| 9:00 - 9:20AM | this stage, the SDO | There shall be two | |
| | Team will present the | (2) breakout | Rosalio P. Arangco |
| | instructions to learner | groups to discuss the | EPS, SGOD / |
| | participants) | Code of | SDO-LRPO Focal Person |
| | Preparation for the | 1 | |
| | Breakout (Note: SDO | Online | |
| 9:20 - 9:30AM | Team shall divide the | Protection | |
| | learner participants | | |
| | into 2 groups) | | |



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Department of Education region x - northern mindanao

DIVISION OF MALAYBALAY CITY

| | Election of Learner | Breakout Group | |
|-----------------|------------------------|---------------------|------------------------------|
| | Facilitators | • The learners are | |
| | Note: SDO Team shall | settled into their | |
| | guide the learners in | breakout groups | |
| 9:30 - 9:50AM | electing the following | · Key persons are | |
| | key persons: | elected | |
| <u> </u> | Learner leader | • SDO Team has | |
| | Learner documenter | turned over the | |
| | • Learner logistics | facilitation to the | |
| | assistant | learners. | |
| | Simultaneous Group | Breakout Group | |
| | Discussion for the | Comments and | Learner Facilitators |
| 9:50 - 11:00AM | Code of Conduct and | suggestions of | (To be assisted by SDO Team) |
| | Learner Online | learners. | |
| | Protection | | |
| | Presentation of Output | | |
| | by Group 1 (Code of | Plenary | |
| 11:00 - 11:20AM | Conduct) with 10 | _ | |
| | minutes transition | | |
| | time | Comments and | |
| | Presentation of Output | suggestions of | |
| | by Group 2 (Learner | learners. | |
| 11:30 – 11:50AM | Online Protection) | | |
| | with 10 minute | | |
| | transition time | | |
| | | 1 | |
| | Attendance check | | |
| | and Energizer | | |
| | Note: | | |
| | • SDO Team must | | |
| 12:45 - 1:00PM | prepare a short | | |
| | energizer | | SDO Team |
| | • SDO Team must | | |
| | allow the participants | | |
| | to settle down and go | | |
| | back to their breakout | | |
| 1 | groups. | <u> </u> | <u> </u> |



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Department of Education region x - northern mindanao

DIVISION OF MALAYBALAY CITY

| 1:00 - 2:00PM | Simultaneous Group Discussion for the Enhancement of the Child Protection Policy | Breakout Group | |
|----------------|---|--|--|
| 2:00 - 2:30PM | Presentation of Output by Group 2 (Protective Mechanisms) with 10 minutes transition time | Comments and suggestions of learners | Learner Facilitators (To be assisted by SDO Team) |
| 2:40 - 3:20PM | Presentation of Output by Group 1 (Responsive Mechanisms) with 10 minute transition time | | |
| | | | |
| 3:20 - 03:40PM | Wrap-up Discussion and Ways Forward | Plenary Summary of the Consultation and Next Steps | Rosalio P. Arangco EPS, SGOD / SDO-LRPO Focal Person Atty Wincerbogne S. Pesisano Attorney III/Legal Officer |
| 3:40 - 3:45PM | Closing Remarks | Plenary | Atty Wincerbogne S. Pesisano Attorney III/Legal Officer |
| | | •. | |



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Department of EducationREGION X - NORTHERN MINDANAO

DIVISION OF MALAYBALAY CITY

INDICATIVE PROGRAM OF THE CONSULTATION CONFERENCE WITH ADULTS

July 7, 2023

| | | July 7, 2023 | E-114-4-70 | |
|----------------|-------------------------|---------------------|--------------------------------|--|
| Time | Activity/Topic | Methodology and | Facilitator/Person- in-Charge | |
| | | Expected Output | | |
| | | | | |
| 8:00 - 8:15 AM | Registration of | | | |
| W-14" · · | Participants | | | |
| | Opening Program | | | |
| | Invocation | | | |
| | National anthem | | SDO Team | |
| | Safeguarding Protocol | | | |
| 8:15 - 8:30 AM | Opening Remarks | | Lorenzo O. Capacio, EdD | |
| | | | CES, SGOD | |
| | | Plenary | CHERRY MAE LIMBACO- | |
| | MESSAGE | | REYES | |
| | | | Schools Division Superintenden | |
| 8:40 - 8:45AM | The Need to Enhance | | Video Message of Atty. Suzette | |
| | the Child Protection | | Gannaban-Medina · | |
| | Policy | | | |
| 8:45 - 9:00AM | "Kumusta Ka" | | SDO Team | |
| | Energizer | | | |
| | | | | |
| | Laying down of | | | |
| | Consultation | Plenary | | |
| | Mechanics (Note: At | | | |
| 9:00 - 9:20AM | this stage, the SDO | į. | Rosalio P. Arangco | |
| | Team will present the | ` ' | EPS, SGOD / | |
| | instructions to adult | \$ | SDO-LRPO Focal Person | |
| | participants) | Code of | Atty Wincerbogne S. Pesisano | |
| - | Preparation for the | Conduct and Learner | Attorney III/Legal Officer | |
| | Breakout (Note: SDO | Online | | |
| 9:20 - 9:30AM | Team shall divide the | Protection | | |
| | adult participants into | | 1 | |
| | 2 groups) | | | |



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Department of EducationREGION X - NORTHERN MINDANAO

DIVISION OF MALAYBALAY CITY

| | | ··· | |
|--|------------------------|----------------------------------|------------------------------|
| | Election of Adult | · • • | |
| | Facilitators | • The adults are | |
| | Note: SDO Team shall | settled into their | |
| | guide the learners in | breakout groups | |
| 9:30 - 9:50AM | electing the following | Key persons are | |
| | key persons: | elected | |
| | Adult leader | SDO Team has | |
| | Adult documenter | turned over the | |
| | Adult logistics | facilitation to the | |
| | assistant | adults. | |
| | Simultaneous Group | Breakout Group | |
| | Discussion for the | Comments and | Adult Facilitators |
| 9:50 - 11:00AM | Code of Conduct and | suggestions of | (To be assisted by SDO Team) |
| | Learner Online | learners. | |
| | Protection | | |
| | Presentation of Output | | |
| | by Group 1 (Code of | Plenary | |
| 11:00 - 11:20AM | Conduct) with 10 | | |
| | minutes transition | | |
| | time | Comments and | |
| | Presentation of Output | suggestions of | |
| | by Group 2 (Learner | adults. | |
| 11:30 – 11:50AM | Online Protection) | | |
| | with 10 minute | | |
| | transition time | | |
| | | | |
| | Attendance check | | |
| | and Energizer | | |
| | Note: | | |
| | • SDO Team must | | |
| 12:45 - 1:00PM | prepare a short | | |
| | energizer | | SDO Team |
| | • SDO Team must | | |
| | allow the participants | | |
| • | to settle down and go | | |
| | back to their breakout | | |
| <u>' </u> | groups. | | |



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Department of Education region x - Northern Mindanao

DIVISION OF MALAYBALAY CITY

| 1:00 - 2:00PM | Simultaneous Group Discussion for the Enhancement of the Child Protection Policy | Breakout Group | |
|----------------|---|--|--|
| 2:00 - 2:30PM | Presentation of Output by Group 2 (Protective Mechanisms) with 10 minutes transition time | Comments and suggestions of learners | Adult Facilitators (To be assisted by SDO Team) |
| 2:40 - 3:20PM | Presentation of Output by Group 1 (Responsive Mechanisms) with 10 minute transition time | | |
| | - | | 1. N. C. |
| 3:20 - 03:40PM | Wrap-up Discussion and Ways Forward | Plenary Summary of the Consultation and Next Steps | Rosalio P. Arangco EPS, SGOD / SDO-LRPO Focal Person Atty Wincerbogne S. Pesisano Attorney III/Legal Officer |
| 3:40 - 3:45PM | Closing Remarks | Plenary | Atty Wincerbogne S. Pesisano Attorney III/Legal Officer |
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Department of EducationREGION X - NORTHERN MINDANAO

DIVISION OF MALAYBALAY CITY

LIST OF PARTICIPANTS

ELEMENTARY LEARNERS

SECONDARY LEARNERS

| No. | School | Allocation | No. | School | Allocation | |
|-----|---------------------------|------------|-----|--|--------------|--|
| 1 | New Ilocos ES | 1 | 1 | Dalwangan NHS | 1 | |
| 2 | Dalwangan ES | ł | 2 | Capitan Angel IS | 1 | |
| 3 | Damitan ES | } | 3 | Kalasungay NHS | Ī | |
| 4 | Capitan Angel IS | 1 | 4 | Can-ayan IS | 1 | |
| 5 | Patpat ES | 1 | 5 | Bukidnon NHS | 1 | |
| 6 | Kalasungay Central School | 1 | 6 | Casisang NHS | 1 | |
| 7 | Sumpong Central School | 1 | 7 | Casisang Senior HS | 1 | |
| 8 | Can-ayan IS | 1 | 8 | Imbayao NHS | 1 | |
| 9 | Barangay 9 ES | 1 | 9 | Malaybalay City NHS | 1 | |
| 10 | Airport Village ES | 1 | 10 | Mabuhay IS | 1 | |
| 11 | Sta Ana ES | 1 | 11 | Magsaysay IS | ı | |
| 12 | Natid-asan ES | 1 | 12 | Malaybalay City NSHS | i | |
| 13 | Malaybalay City CS | 1 | 13 | Bangcud NHS | 1 | |
| 14 | BCT ES | 1 | 14 | Managok NHS | 1 | |
| 15 | Casisang Central IS | 1 | 15 | San Martin Agro-Industrial NHS | 1 | |
| 16 | San Jose ES | 1 | 16 | Apo Macote NHS | 1 | |
| 17 | Mabuhay IS | 1 | 17 | Lalawan NHS | 1 | |
| 18 | Magsaysay IS | 1 | 18 | Miglamin NHS | 1 | |
| 19 | Laguitas ES | 1 | 19 | Casisang Central IS | 1 | |
| 20 | Aglayan CS | 1 | 20 | Simaya IS | 1 | |
| 21 | Bangcud CS | 1 | | | | |
| 22 | Cabangahan ES | 1 | 1 | RECAPITULATION | | |
| _23 | Linabo CS | 1 | | Elementary /IS | 30 | |
| 24 | Sawaga ES | 1 | | Secondary/IS | 20 | |
| 25 | Managok CS | 1 | 1 | TOTAL | 50 | |
| 26 | San Martin-Sinanglanan ES | 1 | | Note: | l | |
| 27 | Macote ES | 1 | | School heads or any non-teaching perso are directed to escort the learners up to | | |
| 28 | Simaya IS | 1 | 1 | | | |
| 29 | Lalawan ES | 1 | 1 | training venue only but will n | ot join the | |
| 30 | Miglamin ES | 1 | | session. They will also fetch the le the adjournment. | arners after | |

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Department of Education region x - northern mindanao

DIVISION OF MALAYBALAY CITY

| No. | ELEMENTARY SCHOO | DL HEADS | No. | SECONDARY SCHOOL HE | ADS |
|-----|---------------------------|--------------|---------|--------------------------------|----------|
| 1 | Kalasungay Central School | 1 | 1 | Kalasungay NHS | 1 |
| 2 | Sumpong Central School | 1 | 2 | Can-ayan IS | 1 |
| 3 | Malaybalay City CS | 1 | 3 | Imbayao NHS | 1 |
| 4 | Casisang Central IS | 1 | 4 | Casisang NHS | 1 |
| 5 | Aglayan CS | 1 | 5 | Malaybalay City NHS | 1 |
| 6 | Bangcud CS | 1 | 6 | Malaybalay City NSHS | 1 |
| 7 | Linabo CS | 1 | 7 | Luyungan HS | 1 |
| 8 | Managok CS | 1 | 8 | San Martin Agro-Industrial NHS | 1 |
| 9 | Zamboanguita CS | 1 | 9 | Managok NHS | <u> </u> |
| 10 | Capitan Angel IS | 1 | 10 | Silae NHS | 1 |
| 11 | Kilap-agan IS | 1 | GI | JIDANCE COUNSELORS/COORDIN | ATORS |
| 12 | Simaya IS | 1 | 1 | Bukidnon NHS | 1 |
| 13 | Tuburan IS | ı | 2 | Bangcud NHS | 1 |
| | Elementary SH (13), | Secondary SH | ĺ (10), | RGC (2) TOTAL = 25 | |
| СНІ | LD PROTECTION COMMI | TTEE MEMB | ER: E | EDCOM CHAIR/ BARANGAY KA | GAWAE |
| 1 | Kalasungay NHS | I | 6 | Aglayan CS | 1 |
| 2 | Can-ayan IS | 1 | 7 | Bangcud NHS | 1 |
| 3 | Bukidnon NHS | 1 | 8 | Linabo CS | 1 |
| 4 | Malaybalay City CS | 1 | 9 | Managok NHS | 1 |
| 5 | San Jose ES | 1 | 10 | Zamboanguita CS | 1 |
| | | RECAPITU | LAT | ION : 10 | |
| No. | ELEMENTARY SPTA P | RESIDENTS | No. | SECONDARY SPTA PRESID | ENTS |
| 1 | Dalwangan ES | 1 | 1 | Dalwangan NHS | 1 |
| 2 | Candiisan IS | 1 | 2 | Kibalabag IS | 1 |
| 3 | Imbayao ES | 1 | 3 | Bukidnon NHS | 1 |
| 4 | BCT ES | 1 | 4 | Casisang NHS | 1 |
| 5 | AVES ES | 1 | 5 | Casisang SHS | 1 |
| 6 | Laguitas ES | 1 | 6 | Magsaysay IS | 1 |
| 7 | Macote ES | 1 | 7 | Apo Macote NHS | 1 |
| 8 | Lalawan | 1 | 8 | San Martin Agro-Industrial NHS | 1 |
| 9 | Maligaya ES | 1 | 9 | Miglamin NHS | 1 |
| 10 | Busdi IS | 1 | 10 | St Peter NHS | 1 |
| - | <u> </u> | RECAPITU | LAT | | |
| | | | | | |



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Department of Education

REGION X - NORTHERN MINDANAO DIVISION OF MALAYBALAY CITY

TRAINING FACILITATORS AND SECRETARIAT

| No. | NAME | POSITION/DESIGNATION | |
|-----|------------------------------|--|--|
| 1 | Lorenzo O. Capacio, EdD | Chief Education Supervisor, SGOD/ Resource Speaker | |
| 2 | Rosalio P. Arangco | Education Program Supervisor/Resource Speaker | |
| 3 | Atty Wincerbogne S. Pesisano | Attorney III/Legal Officer/ Resource Speaker | |
| 4 | Karl Lois Pagaran | Project Development Officer I/Facilitator | |
| 5 | Lucil M. Cahucom | Project Development Officer I/Facilitator | |
| 6 | Jimdandy S. Lucine | Project Development Officer II/Facilitator | |
| 7 | Hazel Marabe, RN | Nurse II/ Facilitator | |
| 8 | Edelina M. Ebora | Senior Education Program Specialist/ Facilitator | |
| 9 | Marsfifth M. Mamawag | Senior Education Program Specialist/ Facilitator | |
| 10 | Rex C. Dacanay | Education Program Specialist II/ Facilitator | |



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Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

OUOPS No. 2023-07 - 42-7 MEMORANDUM

TO

ALL REGIONAL DIRECTORS

SELECTED SCHOOLS DIVISION SUPERINTENDENTS

ALL OTHERS CONCERNED

FROM

ATTY. REVSEE A. ESCOBEDO

Undersecretary for Operations of

ANNALYN W. BEVILLA Undersecretary for Finance

SUBJECT

Guidelines on the Release, Use, Reporting, and Monitoring and Evaluation of Program Support Funds (PSF) for the Conduct of Consultation Conferences for the Enhancement of DepEd Order No. 40, s. 2012, otherwise known as the "DepEd Child Protection

Policy"

DATE

May 9, 2023

This has reference to the Guidelines on the Release, Use, Reporting, and Monitoring and Evaluation of Program Support Funds (PSF) for the Conduct of Consultation Conferences for the Enhancement of DepEd Order No. 40, s. 2012, otherwise known as the "DepEd Child Protection Policy."

This initiative is pursuant to DepEd Order (DO) No. 3, s. 2021, or the Creation of Child Protection Unit (CPU) and the Child Rights in Education Desk (CREDe) in the Department of Education fnow Learner Rights and Protection Office), which mandates the said Office to formulate policies concerning all matters pertaining to the right of the child in basic education to protection from all forms of violence, abuse, neglect, cruelty, exploitation, and maltreatment, consistent with the overall framework of the Department to realize child rights in basic education. Towards this end, DO No. 40, s. 2012, or the DepEd Child Protection Policy shall be enhanced to comply with new laws and to improve the preventive and responsive mechanisms to ensure the protection of

Page 1 of 6

learners from all forms of violence, abuse, neglect, cruelty, exploitation, maltreatment and other conditions prejudicial to their development.

The Conduct of Consultation Conferences primarily aims to seek the perspective of learners, considering that they are the main subject of the Child Protection Policy. Thus, the best interest of the child shall be the paramount consideration, and their right to be heard shall be carried out in all activities related to the use of the PSF.

The conduct of Consultation Conferences for the enhancement of the DepEd Child Protection Policy is aligned with the Special Provisions of the General Appropriations Acts for F.Y. 2023 for the Child Protection Program, which provides that three million five hundred thousand (PhP 3,500,000.00) shall be used "for the consultations and workshops on child protection policy with learners, teachers, child protection focal persons/specialists, parents, and members of Child Protection Committees to discuss the child protection policy and its implementation and how the policy can be adopted or improved".

The PSF shall be downloaded to all DepEd Regional Offices (ROs), which shall further download it to selected Schools Division Offices (SDOs) under its jurisdiction. The ROs shall monitor the implementation of the PSF to the identified SDOs.

The SDOs shall conduct consultation conferences at the school level with the following members of the CPCs in schools: a. School Head/Administrator; b. Guidance Counselor/Teacher; c. Representative of the Teachers as designated by the Faculty Club; d. Representative of the Parents as designated by the Parents-Teachers Association; e. Representative of learners as designated by the Supreme Student Council; and f. Representative from the Community as designated by the Punong Barangay, preferably a member of the Barangay Council for the Protection of Children.

In the conduct of consultation conferences, ROs and SDOs shall endeavor to prioritize learner participation. Thus, as much as practicable and in compliance with DO No. 3, s. 2023, or An Order Allowing the Conduct of In-Person Activities in Schools, the implementing ROs and SDOs shall prioritize consultation with learners by allocating the highest number of participants for them.

Fund Allocation and Release

The total amount allocated for all ROs and SDOs is three million five hundred thousand (PhP 3,500,000.00). The PSF amounting to the following amounts per RO will be downloaded through a Sub-Allotment Release Order (Sub-ARO) by the DepEd Central Office to each RO for the conduct of Consultation Conferences at the SDO level.

² Article 12, ibid.

Article 3, paragraph 1, Convention on the Rights of the Child.

The ROs shall further download the following amounts to the selected SDOs under their jurisdiction.

| RO | Amount per RO | SDO | Amount per SDO | |
|------------|------------------|---------------------|----------------|--|
| 1 | PhP 218,750.00 | Pangasinan I | PhP 109,375.00 | |
| | | La Union | PhP 109,375.00 | |
| 11 | PhP 109,375.00 | Quirino | PhP 109,375.00 | |
| 10 | PhP 437,500.00 | San Fernando City | PhP 109,375.00 | |
| | | Nueva Ecija | PhP 109,375.00 | |
| | | Bataan | PhP 109,375.00 | |
| | • | Pampanga | PhP 109,375.00 | |
| CALABARZON | PhP 328,125.00 | Batangas | PhP 109,375.00 | |
| • | , | Quezon | PhP 109,375.00 | |
| | | Laguna | PhP 109,375.00 | |
| MIMAROPA | PhP 218,750.00 | Palawan | PhP 109,375.00 | |
| • | | Romblen | PhP 109,375.00 | |
| Region V | PhP 109,375.00 | Sorsogon City | PhP 109,375.00 | |
| RO VI | PhP 109,375.00 | Capiz City | PhP 109,375.00 | |
| RO VII | PhP 109,375.00 | Bayawan City | PhP 109,375.00 | |
| RO VIII | PhP 109,375.00 | Catbalogan City | PhP 109,375.00 | |
| RO IX | PhP 109,375.00 | Zamboanga Sibugay | PhP 109,375.00 | |
| RO X | PhP 437,500.00 | Bukidnon | PhP 109,375.00 | |
| | | Malaybalay City | PhP 109,375.00 | |
| | | Ozamis City | PhP 109,375.00 | |
| | | Cagayan De Oro City | PhP 109,375.00 | |
| RO XI | PhP 218,750.00 | Tagum City | PhP 109,375.00 | |
| | | Davao City | PhP 109,375.00 | |
| RO XII | PhP 109,375.00 | South Cotabato | PhP 109,375.00 | |
| RO XIII | PhP 218,750.00 | Surigao del Norte | PhP 109,375.00 | |
| | 1 | Cabadbaran City | PhP 109,375.00 | |
| NCR | PhP 546,875.00 | Caloocan | PhP 109,375.00 | |
| | | Makati City | PhP 109,375.00 | |
| | | Manila | PhP 109,375.00 | |
| | | Pasay | PhP 109,375.00 | |
| | | Pasig | PhP 109,375.00 | |
| CAR | PhP 109,375.00 | Baguio City | PhP 109,375.00 | |

The ROs shall download the PSF only to the above-mentioned SDOs considering that the focal persons coming from the selected SDOs were already oriented and monitored by the Learner Rights and Protection Office (LRPO). The list of trained focal persons per Region is provided under Annex A.

In giving priority to the right of learners to be heard and to maximize participation of adult-stakeholders, the consultation conferences to be conducted shall have the following participant allocation:

| Stakeholder | Maximum No. of Pax |
|---|--------------------|
| Learners | 50 |
| School Administrators, Teacher Representative, Guidance Counselors/ Guidance Designates | 25 |
| Parents | 20 |
| Community Representative | 10 / |
| Total Number of Pax | 105 |

The Consultation Conferences shall be held in a government-owned facility, preferably a public school, as determined by the implementing SDO, through the Schools Division Superintendent. Further, the consultation shall be conducted in strict compliance with the Program Schedule for the conduct of Consultation Conferences (Annex B).

The Consultation Conferences shall be led by the LRPO Focal Person from the SDO level. The SDO-LRPO Focal Person shall be aided by nine (9) other personnel which may be composed of, but not limited to, the following:

- a. Alternate SDO-LRPO Focal Person;
- b. At least one (1) Registered Guidance Counselors;
- c. Youth Formation Coordinator;
- d. Disaster Risk and Reduction Management Coordinator;
- e. Medical/Health Officer;
- f. Legal Officer;
- g. School Heads/ Public School District Supervisors;
- h. Registered Social Worker; and
- i. Other personnel from the Schools Governance and Operations Division.

Use of Funds

In order to conduct the consultation conferences, the SDOs shall use the PSF in the following manner:

| Itom | Quantity | Unit Cost | Sub-Total |
|-----------------------------|---------------|--|---------------|
| feels for Learner Particip | ents | And the second s | |
| AM Snack | 50 | PhP 100.00 | PhP 5,000.00 |
| Lunch | 50 | PhP 275.00 | PhP 13,750.00 |
| PM Snack | 50 | PhP 100.00 | PhP 5,000.00 |
| feels for Adult Participes | ts | | |
| AM Snack | 55 | PhP 100.00 | PhP 5,500.00 |
| Lunch | 55 | PhP 275.00 | PhP 15,125.00 |
| PM Snack | 55 | PhP 100.00 | PhP 5,500.00 |
| Meals for Facilitators (for | 2 session day | 7 =) | |
| AM Snack | 10 x 2 | PhP 100.00 | PhP 2,000.00 |
| Lunch | 10 x 2 | PhP 275.00 | PhP 5,500.00 |
| PM Snack | 10 x 2 | PhP 100.00 | PhP 2,000.00 |

| Workshop Materials | 115 | PhP 120.00 | PhP 13,800.00 |
|--|-------------|--------------|----------------|
| Operational Expenses (for | 2 session d | A75 } | |
| Communication Expenses for Facilitators | 10 x 2 | PhP 200.00 | PhP 4,000.00 |
| Transportation Expenses for Facilitators | 10 x 2 | PhP 1,500.00 | PhP 30,000.00 |
| Disinfection Supplies (rubbing alcohol, masks, tissue paper) | 2 | PhP 1,100.00 | PhP 2,200.00 |
| | | Total | PhP 109,375.00 |

The PSF shall not be used for the following expenditures:

- a. Personnel services covering salaries, wages, and overtime pay;
- b. Utilities, such as, electricity and water, which are funded from the regular Maintenance and other Operating Expenses; and
- c. Capital outlay, such as purchase of equipment and gadgets.

Should there be an excess of funds, such may be used for other activities directly related to learner rights and protection. However, if the funding is insufficient to cover the conduct of consultation conferences, additional expenses shall be charged against the local funds of SDOs or through the support of external partners.

The SDOs shall ensure that all procurement of goods and services using the funds conform to the provisions of Republic Act No. 9184 or the Government Procurement Reform Act and its Revised Implementing Rules and Regulations, other applicable accounting and auditing rules.

Liquidation and Accountability

Each SDO shall be responsible for the disbursement and liquidation of funds based on the activity set forth in these guidelines, subject to the usual budgeting, accounting, and auditing rules and regulations.

Monitoring and Evaluation

To ensure proper implementation of these guidelines and utilization of funds, monitoring and evaluation shall be conducted by the Learner Rights and Protection Office.

The Quality Assurance Division or the Field Technical Assistance Division in the RO shall lend assistance to the Regional Learner Rights and Protection Focal Person in Education Support Services Division through monitoring and evaluation of the implementation of this Order.

Reporting Requirements

ROs shall monitor the disbursement and liquidation of funds by the SDOs under their jurisdiction. Further, the ROs must submit an accomplishment report on the

utilization of funds (Annex C) and a narrative report (Annex D), which must be duly signed by the Regional Director.

The ROs shall submit all reports on or before June 26, 2023 to the Office of the Undersecretary for Operations, Ground Floor, Rizal Building, DepEd Central Office, DepEd Complex, Meralco Avenue, Pasig City, and through e-mail at <u>ourcadeped.gov.ph</u> (cc: <u>cpuadeped.gov.ph</u>).

Immediate dissemination and implementation of this Memorandum to all the concerned Offices is desired.

Thank you very much.



Department of Coucation

LEARNER RIGHTS AND PROTECTION OFFICE

ANNEX A

List of Focal Persons per Regional and Schools Division Offices

The following personnel shall implement, manage, and monitor the Program Support Funds for the Conduct of Consultation Conferences for the Enhancement of DepEd Order No. 40, s. 2012, otherwise known as the "DepEd Child Protection Policy":

I. Regional Office Focal Persons:

- 1. Jose Ritchie B. Perez, Regional Office I
- 2. Dr. Ryan R. Pacquing, Regional Office II
- 3. Dr. Ginno Jhep A. Pacquing, Regional Office III
- 4. Michael Girard R. Alba, CALABARZON Region
- 5. Liza Marie Victoria M. Dillena, MIMAROPA Region
- 6. Maria Cristina G. Baroso, Regional Office V
- 7. Frances Jade Caniban, Regional Office VI
- 8. Ida Cabantan, Regional Office VII
- 9. Eden A. Dadap, Regional Office VIII
- 10. Rowena Balsamo, Regional Office IX
- 11. Myron Gil D. Talosig, Regional Office X
- 12. Stephen Mark T. Castres, Regional Office XI
- 13. Ismael N. Ngitngit, Jr., Regional Office XII
- 14. Ellen Grace Evangelio, CARAGA Region
- 15. Leonila C. Mustapha, National Capital Region
- 16. Mayclaire Aquino-Jimenez, Cordillera Administrative Region

II. Schools Division Office Focal Persons:

- 1. Mark Gerry N. Oblanca, SDO Pangasinan I
- 2. Edelito D. Chan, SDO La Union
- 3. Atty. Ronalyn D. Barawid, SDO Quirino
- 4. Airene Dsyrit, SDO San Fernando City
- 5. Sherry Anne Palasigue, SDO Nueva Ecija
- 6. Hermie G. Duran, SDO Bataan
- 7. Paula S. Meneses, SDO Pampanga
- 8. Rosemarie J. Gonzales, SDO Batangas
- 9. Leah A. Perez, SDO Quezon Province
- 10. Florentina C. Rancap, SDO Laguna
- 11. Grace Estefano, SDO Palawan

Tel. No.: (02) 8637-2306 & (02) 8632-1372

- 12. Jestoni F. Balog, SDO Rombion
- 13. Ireno M. Dicen, SDO Sorsogon City
- 14. Edna B. Azcarraga, SDO Capiz City
- 15. Mary Ann L. Bollos, SDO Bayawan City
- 16. Gye Lynne T. Godio, SDO Catbalogan City
- 17. Nora Dela Peña-Albiso, SDO Zamboanga Sibugay

Page 1 of 2

- 18. Ronnel Jun T. Estiva, SDO Bultidnon
- 19. Rosalio P. Arangco, SDO Malaybalay City
- 20. Arlene C. Via, SDO Ozamis City
- 21. Cynthia V. Yañez, SDO Cagayan De Oro City
- 22. Febby Kirstin L. Ibita, SDO Tagum City
- 23. Jonas P. Piore, SDO Davao City
- 24. Rogelio P. De Juan, Jr., SDO South Cotabato
- 25. Lovely Sheena Y. Soro, SDO Surigao del Norte
- 26. Ma. Mitchie T. Malazarte, SDO Cabadbaran City
- 27. Rose Ann Pamintuan, SDO Pasig City
- 28. Elizabeth G Nuñez, SDO Manila
- 29. Joshua Kenneth Lazaro, SDO Caloocan
- 30. Bernardita Perez, SDO Pasay City
- 31. Salome R. ingua, SDO Makati City
- 32. Ofelia B. Padlan, SDO Baguio