



March 6, 2019

DIVISION MEMORANDUM

NO. 145, s. 2019

**ADDENDUM/CORRIGENDUM TO DIVISION MEMORANDUM NO. 141, s. 2019
SUBMISSION OF CHILD PROTECTION REPORTS
AND OTHER RELEVANT DOCUMENTS**

TO: Assistant Superintendents
Chiefs, CID and SGOD
Public School District Supervisors
School Heads
Elementary and Secondary Private Schools

1. Pursuant to DepEd Order No. 40, series of 2012, DepEd Order No. 55, series of 2013 and DepEd Order No. 18, series of 2015, all school heads, **whether public or private elementary and secondary schools**, are required to submit a yearly child protection reports. In particular, for S.Y. 2018-2019, the following reports must be submitted:
 - a) School-Based Report on Incidence of Child Abuse;
 - b) School-Based Report on Incidence of Bullying;
 - c) School-Based Consolidated Report on Cases of Children-at-Risk (the total number of students in this report must coincide with the total number of students in the school); and
 - d) School-Based Consolidated Report on Incidents of Children in Conflict with the Law.
2. Attached in this Memo are copies of the prescribed formats for the aforementioned reports.
3. The submission of the aforesaid reports for **BOTH PUBLIC AND PRIVATE** schools shall **commence on MARCH 16, 2019** and the **DEADLINE** will be on **APRIL 1, 2019**. **All reports must be submitted through email (no physical reports needed), addressed to orville.delacerna@deped.gov.ph**
4. Moreover, all School Heads **BOTH PUBLIC AND PRIVATE** are also required to submit soft copies of their **localized CHILD PROTECTION AND ANTI-BULLYING POLICIES** from their respective schools as well as the current **MEMBERS of their Child Protection Committees**. Similarly, said documents must be submitted through email at orville.delacerna@deped.gov.ph but the **DEADLINE of which is March 15, 2019**.
5. Should you have any queries, you may contact the Division Legal Section at (032) 253-7847.
6. Immediate dissemination and strict compliance of this memorandum is directed.


RHEA MARIA ANGTUD, Ed.D., CESO VI
Schools Division Superintendent