



May 29, 2018

- To: Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
Private School Administrators and School Heads
1. Pursuant to DepED Memorandum No. 14, s. 2017, entitled "Reiteration of the Reportorial Obligation of Schools, Schools Division Offices, and Regional Offices Pursuant to DepEd Order Nos. 40, s. 2012, 55, s. 2013, and 18, s. 2015", all concerned are hereby directed to ensure compliance with the content of the issuance specifically No. 2. a., which states that:
    - a. Public and private schools, both elementary and secondary schools, shall submit the following to their respective SDOs one week after the start of the school year:
      - i. Accomplished Report on Incidents of Bullying (SY 2017- 2018)  
(Enclosure No. 1 of DM 59, s. 2015);
      - ii. Accomplished Report on Incidents of Child Abuse (SY 2017-2018)  
(Enclosure No. 1B of DM 59, s. 2015);
      - iii. Accomplished Report on Cases Involving CAR and CICL in Schools (SY 2017-2018)  
(Appendices D and F of DO 18, s. 2015);
      - iv. A copy of the School-Based Child Protection Policy and Anti-Bullying Policy certifying their adoption and localization of DO 40, s. 2012; and
      - v. Report on the Status of their Established Child Protection Committee.
  2. Reports must be submitted to this office on or before June 25, 2018. Soft copies of public schools can be sent to [gerald.villafuerte1@gmail.com](mailto:gerald.villafuerte1@gmail.com) while private schools to [sdobulacanprivate@deped.gov.ph](mailto:sdobulacanprivate@deped.gov.ph).
  3. Schools are also encouraged to build the capacities of school personnel, learners and other stakeholders to understand and deal with child abuse, exploitation, violence and discrimination cases, bullying and peer violence through school orientation, seminar or advocacy campaign. Develop and update a directory of government and non-government agencies where services and various forms of assistance may be easily accessed and used by the parties in the referral and management of complex cases.
  4. Further, all private kindergarten, elementary and secondary schools which will apply or with pending application for permit to operate and/or recognition, must submit a copy of the School's Anti-Bullying Policy/ or Child Protection Policy in addition to the requirements prescribed by the existing rules of the Department.
  5. For information and compliance.

**ZENIA G. MOSTOLES, Ed.D., CESO V**  
Schools Division Superintendent