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Republic of the Philippines  
Department of Education  
Region XI  
SCHOOLS DIVISION OF PANABO CITY

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Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

SGOD – 2025-0054

To : Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division (CID)  
Chief, Schools Governance and Operations Division (SGOD)  
All School Heads of Public Elementary and Secondary Schools

Subject: **RECONSTITUTION OF THE LEARNER RIGHTS AND PROTECTION DESK FOR THE CONDUCT OF 2025 ATHLETIC MEETS.**

Date: February 3, 2025

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Attached is Regional Memorandum ESSD-2025-025 re: **RECONSTITUTION OF THE LEARNER RIGHTS AND PROTECTION DESK FOR THE CONDUCT OF 2025 ATHLETIC MEETS.**

In view of this, the Learner Rights and Protection Desk (LRPD) in schools through the Child Protection Committees (CPC) shall be operational in all playing venues and billeting quarters.

The Learner Rights and Protection Desk shall cover all grade levels, and shall be composed of the following to wit:

1. **Chairperson** - School Head
2. **Vice-Chairperson** - Guidance Counselor / Guidance Designate
3. **Members**, composed of teachers and members of the CPC/LRPC

Moreover, the School CPC/LRP are requested to convene as LRP Desk for their respective schools ensuring the safety of learners in their billeting quarters and playing venues.

In addition, the Regional and Division Learner Rights and Protection focal persons shall monitor the strict implementation and creation of the LRP Desk within the locality.

Further details and other information are provided in the enclosures.



Republic of the Philippines  
Department of Education  
Region XI  
SCHOOLS DIVISION OF PANABO CITY

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For your information and guidance.

JINKY B. FIRMAN Phd, CESO VI  
Schools Division Superintendent

RELEASED

FEB 06 2025

RECORDS SECTION, SDO PANABO CITY

BY

Encl: as stated.  
SGOD/aba/gcn



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Record

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Republic of the Philippines  
Department of Education  
DAVAO REGION

January 30, 2025

REGIONAL MEMORANDUM  
ESSD-2025-025

RECONSTITUTION OF THE LEARNER RIGHTS AND PROTECTION  
DESK FOR THE CONDUCT OF 2025 ATHLETIC MEETS

To: Schools Division Superintendents

1. Herewith is Memorandum No. 2025-11-00521 from the Office of the Undersecretary for Operations dated January 22, 2025, which is self-explanatory.
2. All reported learner-athlete concerns and provided interventions shall be reported immediately to the Office of the Regional Director, Attention: **Stephen Mark T. Castres**, Regional Learner Rights and Protection Focal Person via [stephenmark.castres@deped.gov.ph](mailto:stephenmark.castres@deped.gov.ph).
4. Immediate and wide dissemination of this Memorandum is desired.

Encl.: As stated

ALLAN G. FARNAZO  
Director IV

ROB/smtc

DEPARTMENT OF EDUCATION ROXI

RECORD SECTION

RECEIVED  
RECORDED

Dated: 23.2.25

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Republika ng Pilipinas  
Department of Education  
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

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**MEMORANDUM**  
OM-OUOPS-2025-11-00521

**FOR** : REGIONAL DIRECTORS  
MINISTER, BASIC, HIGHER, AND TECHNICAL EDUCATION,  
BARMM  
SCHOOLS DIVISION SUPERINTENDENTS  
SCHOOLS DISTRICT SUPERVISORS  
SCHOOL HEADS  
ALL OTHERS CONCERNED

**FROM** : *Malcolm S. Garma*  
Assistant Secretary, Officer-in-Charge  
Office of the Undersecretary for Operations

**SUBJECT** : RECONSTITUTION OF THE LEARNER RIGHTS AND  
PROTECTION DESK IN PREPARATION FOR THE 2025  
ATHLETICS MEET

**DATE** : January 22, 2025

In preparation for the upcoming Regional, Division, and Athletic Meet for 2025, the Learner Rights and Protection Division (LRPD) requests the reconstitution of the Learner Rights and Protection (LRP) Desks in the regions and divisions, as well as the strengthening of the Child Protection Committee (CPC) in schools who shall automatically convene as the LRP Desk officers in the schools.

To recall, the LRP Desk was first established during the 2023 *Palarong Pambansa* in Marikina City. The pioneer program proved to be a success as all participants from the regions – learner-athlete, trainers, coaches, chaperones, and parents; including the different sectors of the community were mobilized to ensure the protection of our learner-athletes from all forms of abuse, violence, discrimination, bullying, and other forms of exploitation

In the following year, the LRPD strengthened the operationalization of the LRP Desk through its integration into the different sporting activities i.e. regional, division, and school meet including other off-campus activities such as the National Festival of Talents (NFOT) and National Schools Press Conference (NSPC).

Accordingly, our LRP Desk officers were able to provide immediate intervention to our learner-participants including psychological first-aid (PFA) and referral as needed. Additionally, our LRP Desk officers conduct regular “Kamustahan Sessions” and other recreational activities for the health and wellness of our learner-participants.

For this year, the LRPD requests the reconstitution of the LRP Desks in the different governance levels, specifically to:

- a. conduct consultation and coordination with the LRPD, appropriate school governance level, and concerned stakeholders to ensure the safety and protection of participating learners;
- b. conduct psychological first-aid;
- c. provide immediate response to reported LRP incidents;
- d. provide the 4Rs of child protection (recognize, record, report, and refer);
- e. conduct pre-orientation on the code of conduct for coaches, trainers, chaperones/guardians, including their roles and responsibilities in ensuring the protection of our learner-athletes; and
- f. provide report to the Regional Office, Division Office, and LRPD on the LRP incidents handled.

As a reminder, the LRP Desk shall cover all grade levels, and shall be composed of:

- A. For the Region/Division level:
  - a. Chairperson - Regional or Division Permanent focal person
  - b. Vice-Chairperson - Regional or Division Alternate focal person or Registered Guidance Counselor as may be designated by the Chairperson
  - c. Members - composed of DepEd personnel who has undergone LRP Specialization Course
- B. School level:
  - a. Chairperson - School Head
  - b. Vice-Chairperson - Guidance Counselor/Guidance Designate
  - c. Members - composed of teachers and members of the CPC

Moreover, the CPCs in schools are requested to convene as LRP Desk for their respective schools ensuring the safety of our learners in their billeting quarters and playing venues.

The LRP Desk is expected to have close coordination with the local government unit in their locality, including other relevant agencies for referral purposes. Additionally, the LRP Desk should have a dedicated helpline number, indicating the LRP Desk Chairperson and/or Vice-Chairperson's contact number and the Learners Telesafe Contact Center Helpline Number (LTCCH) in all activity venues and billeting quarters.

For reference, this Office issued Learner-Athlete Safeguarding Guidelines for the 2024 *Palarong Pambansa*, which includes the enforcement of prevention and intervention mechanisms, duties and responsibilities of the coaches, trainers, chaperones/guardians, and the learner-athletes. The same Safeguarding Guidelines may be used for this year's Athletic meet.

To ensure compliance thereof, the Division and Regional LRP focal personnel shall monitor the strict implementation and creation of the LRP Desks. All reported

learner-athlete concerns and the intervention and/or actions taken shall be reported immediately to the Learners Telesafe Contact Center Helpline.

For details, inquiries, and clarification, you may reach the Learner Rights and Protection Division (LRPD) at lrpo@deped.gov.ph or contact 8638-1782.

For immediate dissemination.

Thank you very much.