DIVISION MEMORANDUM
No. F-19 s. 2017

To: PUBLIC ELEMENTARY and SECONDARY SCHOOLS
PRIVATE ELEMENTARY and SECONDARY SCHOOLS

From: ALLAN G. FARNAZO, Ph.D., CESO IV
Regional Director IV, Concurrent SDS

Subject: Submission of School-Based Report on Incidents of Bullying and
School-Based Report on Incidents of Child Abuse

Date: June 19, 2017

1. In reference to Region Memorandum No. 273, s. 2017 dated June 9, 2017 and
signed by Regional Director Allan G Farnazo, PhD, CESO IV, you are hereby
directed to submit school-based reports on the following:
   a. Incidents of Bullying;
   b. Incidents of Child Abuse

2. Attached are the report form templates you need to fill up. Reports must contain

3. Deadline of report submission is on June 26, 2017, Monday. Schools who will
NOT submit said reports will be visited by the Division Child Protection
Coordinator and will be made to explain the failure of such submission.

4. For inquiries and clarification, look for Helen E Maasin of the CID at 0926-742-
6798 or you can see her personally.

5. For your strict compliance.