



DIVISION MEMORANDUM
No. 106 s. 2018

To: ALL SCHOOL HEADS
(ELEMENTARY AND SECONDARY IN PUBLIC AND PRIVATE SCHOOLS)

From: **AGUSTINES E. CEPE, PhD, CESO VI**
Schools Division Superintendent *[Signature]*

Subject: Submission of School-Based Report on Incidents of Bullying, Child Abuse, Children-at-Risk (CAR) and Children in Conflict with the Law (CICL)

Date: April 5, 2018

1. You are required to submit the following reports covering SY 2017-2018:
 - a. School-Based Report on Incidents of Bullying
 - b. School-Based Report on Incidents of Child Abuse
 - c. School-Based Report on Cases of Children-at-Risk (CAR)
 - d. School-Based Report on Cases of Children in Conflict with the Law (CICL)
2. Attached are the report form templates you need to fill up. Reports must contain data for School Year 2017-2018. Do not leave any blanks unfilled.
3. Submit said reports AS SOON AS POSSIBLE. Deadline of report submission in on April 20, 2018. Submit also in soft copies (as much as possible in Excel format) in the following email: helen.maasin@deped.gov.ph.
4. For inquiries and clarification, please contact Helen E. Maasin of the CID at 0926-742-6798.
5. For your strict compliance.

HME