

Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

**Office of the Schools Division Superintendent**

19 FEBRUARY 2025

DIVISION MEMORANDUM

No. 067, s. 2025

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

To: **Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Division Learner Rights and Protection Focal Person  
Public and Private Elementary and Secondary School Heads  
All Others Concerned**  
This Division

1. In compliance with the attached Regional Memorandum No. 092, s.2025 and DepEd Memorandum OM-OUOPS-2025-11-00521 pertaining to the Reconstitution of the Learner Rights and Protection (LRP) Desk in Preparation for the 2025 Athletics Meet, this Office reconstitutes the LRP Desk in the division level and shall be composed of the following:

- i. Chairperon: Esmael V. Malaco, Jr., Division LRP Focal
- ii. Vice-Chairperson: Jurica Ethel L. Estrada, Division Alternate LRP Focal
- iii. Member: Pamela Louis F. Marban, RGC  
Carmelita Judith C. Guarin, RGC

2. In all governance level, the LRP Desk shall be tasked to:

- a. conduct consultation and coordination with the LRP Desk, 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 Schools Division Office, Regional Office, and LRPD on the LRP incidents handled.

SGOD/evm



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Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF EL SALVADOR CITY**

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3. The School Child Protection Committee headed by the School Heads, Guidance Counselor/Designate as Vice Chairperson, and Members who are teachers and partners of the Child Protection Committee are requested to convene as LRP Desk and are expected to maintain close coordination with the Local Government Unit (LGU), Department of Social Welfare and Development (DSWD), Women and Children Protection Desk (WCPD), and other relevant agencies ensuring the safety of learners in billeting quarters and playing venues.
4. For dissemination, guidance and strict compliance.

**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

Encl: As stated  
Reference: Regional Memorandum No. 092, s.2025  
OM-OUOPS-2025-11-00521  
To be indicated in the Perpetual Index  
under the following subjects:

LEARNER RIGHTS                  SPORTS

SGOD/evm



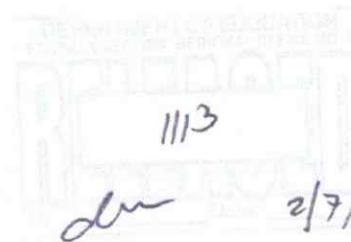
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Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO



1113

*dm*

2/7/25

February 6, 2025

REGIONAL MEMORANDUM  
No. 092, s. 2025

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

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
SGOD Chiefs  
Divisional Learner Rights and Protection Focal Persons  
School Heads  
All Others Concerned

1. Regarding the attached **DepEd Memorandum OM-OUOPS-2025-11-00521** titled **Reconstitution of the Learner Rights and Protection Desk in Preparation for the 2025 Athletic Meet**, this Office requests the reconstitution of the Learner Rights and Protection (LRP) Desk in the divisions and the strengthening of the Child Protection Committee (CPC) in schools particularly in activities relating to the conduct of sports events and/or training.
2. For this year, the Learner Rights and Protection Division (LRPD) request the reconstitution of the LRP Desk 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 Schools Division Office, Regional Office, and LRPD on the LRP incidents handled.
3. As a reminder, the LRP Desk shall cover all grade levels and shall be composed of the following:
  - a. For the Regional/Divisional level:
    - i. Chairperson - regional or divisional permanent focal person
    - ii. Vice-Chairperson - regional or divisional alternate focal person or registered guidance counselor as may be designated by the Chairperson
    - iii. Members- composed of DepEd personnel who has undergone LRP Specialization Course

b. School level:

- i. Chairperson - school head
- ii. Vice-Chairperson - guidance counselor/guidance designate
- iii. Members - composed of student representatives, teacher's representative and Barangay representatives.

4. The CPCs in schools are requested to convene as LRP Desk for their schools and are expected to have a close coordination with the Local Government Unit (LGU), Department of Social Welfare and Development (DSWD), Women and Children Protection Desk (WCPD), and other relevant agencies for referral purposes.

5. The LRP Desk per venue and/or billeting quarters must establish a helpline number, which should include the contact details of the LRP Desk Chairperson/Vice-Chairperson, along with the Learner Telesafe Contact Center Helpline Number (LTTCH). These details should be prominently displayed in all activity venues and school premises.

6. The designated divisional focal personnel shall monitor the establishment and strict implementation of LRP Desks in all schools.

7. For clarifications and coordination, please contact the following:

**Office of the Chief**

Education Support Services Division  
Third floor, DepEd RO-X Building, DepEd ROX Complex  
Zone 1, Upper Balulang, Cagayan de Oro City  
Telephone Number: 09166590690  
Email Address: [essd.region10@deped.gov.ph](mailto:essd.region10@deped.gov.ph)

8. Please see the attached Memorandum for complete details.

9. This Office directs the immediate and wide dissemination of this Memorandum.

  
**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

ATCH.: As stated

To be indicated in the Perpetual Index  
under the following subjects:

LEARNERS      RIGHTS      SPORTS

RE: Reconstitution of the Learner Rights and Protection Desk  
in Preparation for the 2025 Athletics Meet

ESSD\_SPP/LRP/niel



Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

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](mailto:lrpo@deped.gov.ph) or contact 8638-1782.

For immediate dissemination.

Thank you very much.