



Republic of the Philippines
 Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 Wangal, La Trinidad, Benguet



REGIONAL MEMORANDUM

No. 011.2015

RELEASED
 JAN 19 2015

DATE : January 19, 2015

DEPED-CAR Time: _____

TO : **Schools Division Superintendents
 Division Child Protection Coordinators**

From : **Ellen B. Donato, Ed.D., CESO III
 Director IV**

SUBJECT : **MANCOM Assignment relative to Child Protection Policy**

The necessary reports and submissions for the 19th MANCOM will be on or before January 30, 2015. In order for the office to have time to consolidate the updated reports, the submission to this office is not later than January 26, 2015.

Based on the available records, the office does not have data on child abuse and bullying cases of **private schools**. Please submit the updated data on child abuse and bullying cases for **both the public and private schools** as well as the annual report on compliance with the child protection/anti-bullying policies to the Office of the Undersecretary for Legal and Legislative Affairs, copy furnished this office.

Please observe and be guided by DepEd Memorandum No. 68, s. 2014 (enclosures No. 2 and 3) for the format to be used. For uniformity, all reports must be in "excel" format.

For immediate compliance.


ELLEN B. DONATO, Ed.D., CESO III
 Director IV

Directorate/LU/vbf

Telephone Numbers:

Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-474-
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-422-



DEPARTMENT OF EDUCATION
OFFICE OF THE UNDERSECRETARY
FOR REGIONAL OPERATIONS

MEMORANDUM

TO: UNDERSECRETARIES
ASSISTANT SECRETARIES
ALL REGIONAL DIRECTORS
REGIONAL SECRETARY, ARMM

SUBJECT: Notice for the 19th National Management Committee
(MANCOM) Meeting

DATE: January 9, 2015

The 18th National Management Committee Meeting will be held on February 23, 2015 in Tawi-Tawi, to be hosted by DepEd-ARMM.

In preparation for the meeting, Executive Committee members are requested to submit the top critical issue/s and concern/s of their respective Offices for possible inclusion in the MANCOM agenda to Ms. Kathleen Kho via email (kathleen.kho@deped.gov.ph) on or before January 30. Please include the estimated time needed for each topic and the nature of discussion (for information/for discussion/for decision).

The draft Minutes of the Meeting of the MANCOM Meeting held last November 17 in Tanza, Cavite is attached to this memorandum. The list of assignments is also attached. If there are any further comments, please submit them to the MANCOM Secretariat via email (mancom.secretariat@gmail.com) by January 30, 10:00AM.

For your immediate attention and appropriate action.


RIZALINO D. RIVERA
Undersecretary

18th National Management Committee: List of Assignments and Reminders

Assignment/Reminder	Concerned Office	Submission Required?
1. Submit disaggregated data on child abuse and bullying cases as well as the annual report on compliance with the child protection/anti-bullying policies (for both public and private schools) to the Office of Usec. Muyot. Deadline is on the next ManCom Meeting.	Usec. Muyot	Yes
2. Superintendents should identify the schools in which fraternity-related problems are already occurring. RDs and SDSs should be proactive and convene special meetings with school heads and supervisors regarding this concern. Youth programs, organizations, and activities must be actively pursued.	Usec. Muyot, Usec. Rivera	No
3. Not all information from the database can be made public. Access to the database does not give permission to publish all information available there. Requests for information coming from the LIS must be forwarded to the CO for discussion.	ASec. Laguda	No
4. Encourage all DepEd personnel to register and use the official DepEd e-mail.	--	No
5. Justify why approved budget for certain programs was not utilized by November. Submit to the Office of Usec. Varela.	Usec. Varela, ASec. Ruiz	If applicable
6. Inform CO (Office of Usec. Muyot) of instances involving personnel with ongoing/pending civil or criminal cases.	Usec. Muyot	If applicable
7. Personnel with alleged sexual abuse/misconduct cases must be immediately transferred to the RO/SDO.	Usec. Muyot	No
8. Intensity partnerships for safer schools with the Philippine National Police, Bureau of Fire Protection, Psychological Society of the Philippines, and LGUs. Engage stakeholders to ensure that our schools are more secure and safe.	--	No
9. Remove 'Memorial,' 'Pilot,' 'National,' 'Comprehensive,' and 'Demo' from school names. Instruct SDSs to handle process (i.e., submission of resolutions to the local Sanggunian, etc.) of the removal of such terms from school names.	Usec. Muyot	No
10. Ensure that RO/SDO has documentation on proof of ownership or MOAs with school sites. Submit status of school titling with complete documents to the Office of Usec. Muyot.	Usec. Muyot	Yes
11. Ensure that all schools are painted. School ID numbers must be painted on the main school building roof. Remove 'Pilipinas 2000,' etc. from school exteriors.	--	No
12. Submit inspirational stories to the the Communications Unit, copy furnished the Office of Usec. Rivera. Regions must aim to have an inspiring DepEd story featured in a local or national network.	Comm Unit, Usec. Rivera	Yes
13. Write the Secretary a letter with confidential information on loans, dealings, and scams involving teachers. Report dubious transactions and practices to the Office of Usec. Varela. RDs must instruct RPSUs to become stricter. RPSUs must conduct spot audits on the billing of loans from private lenders to DepEd personnel. Regions must start financial literacy campaigns.	OSEC, Usec. Varela	If applicable
14. For teacher trainings, workshops, and the like, ensure that a correct and complete list (number and names) of participants be submitted early enough to the TEI to prepare accommodation, training kits, etc. There should be proper coordination between the DepEd ROs/SDOs and TEI.	Usec. Ocampo	No
15. For travel authority requests, only the original one-page form with respective signatures and approvals should be sent to the Personnel Division of the Central Office at least 15 days before departure. Ensure that all personnel from all Schools Division Offices and schools are well-informed of these protocols. Inform partner and donor organizations of DepEd's protocols so they can align their program timelines with DepEd's rules. Requests that violate these protocols shall be automatically rejected.	Usec. Rivera	No
16. Regions to nominate a teacher for the Princess Maha Chakri Search for the Best Teacher in Southeast Asia. Submit nominations to the Scholarships Secretariat (Staff Development Division, HRDS) at the Central Office. Deadline is on 30 November 2014.	Staff Development Division, HRDS	Yes