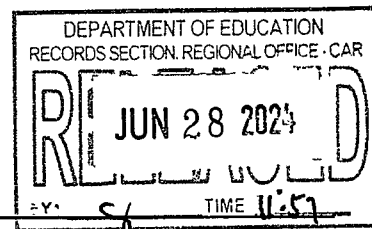




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region



27 June 2024

**REGIONAL MEMORANDUM**

422-2024

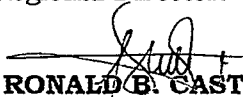
**VIRTUAL MEETING WITH YOUTH FORMATION AND LRP FOCAL PERSONS  
RE: 2024 LEARNER CONVERGENCE PHILIPPINES AND  
PALARONG PAMBANSA 2024**

To: Assistant Regional Director  
Schools Division Superintendents  
School Governance Operation Division  
Learner Formation Division  
All Others Concerned

1. In reference to DepEd Memorandum OUOPS 2024-05-00946 and OM-OUOPS-2024-05-04348, the office of the Education Support Services Division Learner Support Services-Learner Formation Unit (BLSS-YFD) shall conduct a Virtual Meeting on July 1, 2024, from 1:00 PM to 4:00 PM.
2. This meeting will discuss the upcoming updates regarding the National Learner Convergence and election of the Regional Federation Learner Government, online for SELG and face-to-face for SSLG. The virtual meeting will also discuss updates on the LRP Desk Composition in the 2024 Palarong Pambansa.
3. Participants in this meeting will be the Guidance Counselors, chaperones, PDO 1, and LRP Focals who will attend the LearnCon in Lapu-Lapu City and Palarong Pambansa in Mabolo Elementary School.
4. All participants are required to join the meeting through this link: <https://meet.google.com/wwu-ozjj-dny>
5. Enclosed to this Memorandum are DepEd Memorandum OUOPS 2024-05-00946 and OM-OUOPS-2024-05-04348 for your guidance and reference.
6. For any concerns and inquiries, you may coordinate with Mayclaire A. Jimenez, the Regional Youth Coordinator Focal Person, through e-mail at [mayclaire.jimenez@deped.gov.ph](mailto:mayclaire.jimenez@deped.gov.ph) or Marie Juvilyn M. Palkit, LRP Alternate Focal through e-mail at [mariejuvilyn.palkit@deped.gov.ph](mailto:mariejuvilyn.palkit@deped.gov.ph).
7. Immediate dissemination of and strict compliance with this Memorandum is desired.



**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV / Regional Director

For the Regional Director:

  
**RONALD B. CASTILLO, CESO V**  
OIC/Assistant Regional Director



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601  
Telephone No: (074) 422 - 1318  
Email Address: [car@deped.gov.ph](mailto:car@deped.gov.ph)

 DepEd Tayo Cordillera  <https://depedcar.ph>



Republic of the Philippines  
**Department of Education**  
**OPERATIONS**

**MEMORANDUM**

OUOPS 2024 - 05-00946

**TO** : **Regional Directors**  
**Minister of Basic, Higher, and Technical Education,**  
**BARMM**  
**Schools Division Superintendents**  
**ESSD Chiefs**  
**Learner Rights and Protection Focal Persons**  
**School Heads**  
**All Other Concerned**

**FROM** : *Resolved*  
**Atty. Reysee A. Escobedo**  
*Undersecretary for Operations*

**SUBJECT** : **Establishment of the Learner Rights and Protection**  
**Desk and Implementation of Learner Rights and**  
**Protection Guidelines in the Conduct of Sports**  
**Events**

**DATE** : February 5, 2024

This has reference to the conduct of preliminary competitions leading to the 64<sup>th</sup> *Palarong Pamabansa*, such as intramurals, division, and regional meets, in compliance with OASOPS Memorandum dated January 16, 2024, titled "General Information on the Conduct of the 2024 *Palarong Pambansa* Lower Meets," this Office through the Learner Rights and Protection Office (LRPO) issues this Guidelines for the strict implementation of the DepEd Child Protection Policy in all sports events and playing venues, guaranteeing special protection to our learner-athletes and establishment of the Learner Rights and Protection Desk.

During the 63<sup>rd</sup> *Palarong Pambansa*, this Office has issued OUOPS Memorandum No. 2023-07-3976 dated April 13, 2023, establishing the Learner Rights and Protection (LRP) National and Regional Steering Committee, aimed at addressing the issues and concerns of our learner-athletes reported before, during, and after the 2023 *Palarong Pambansa*. Relatedly, this Office commends the Regional LRP Desks who have conducted numerous activities for our learner-athletes, including the conduct of psychological first-aid, recreational activities, and counseling sessions for our learners.

For this year, this Office once again reiterates DepEd's zero-tolerance policy for any act of learner abuse, exploitation, violence, discrimination, bullying, and other forms of abuse, and emphasizes the importance of operationalizing the **Learner Rights and Protection Desk (LRPD)**, specifically in the schools through the Child



Republic of the Philippines  
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Protection Committees (CPC) or the Learner Rights and Protection Committees (LRPC) where playing venues and billeting quarters will be situated.

The Learner Rights and Protection Desk shall cover all grade levels, and be composed of the *Chairperson*, preferably the school head, *Co-Chairperson*, preferably the Guidance Counselor, and *Members* to be composed of teachers and members of the CPC/LRPC. The LRPD is expected to have close coordination with the local government unit in their locality, including like-minded agencies for easy referral. The LRPD must have a dedicated *helpline number* or post the Learners Contact Center Helpline Number in a conspicuous place in all playing venues and billeting quarters.

Moreover, the LRPO with the assistance of the Schools Division Office of Marikina City has crafted the **Learner Athletes Safeguarding Guidelines**, which may serve as guidance in the protocols for handling reported learner-athlete concerns, especially in the aspect of enforcing preventive and protective mechanisms. The *Safeguarding Guidelines* also include the different duties and responsibilities of the coaches, trainers, chaperones/guardians, and the learner-athletes themselves. Faithful compliance with these *Safeguarding Guidelines* shall ensure a safe space and positive experience for all delegates, especially for all our learner-athletes. Enclosed is a copy of the *Safeguarding Guidelines* and reporting template, for reference and dissemination.

The Regional and Division Learner Rights and Protection focal personnel shall monitor the strict implementation and creation of the LRP Desks within their locality. All reported learner-athlete concerns and the actions immediately taken thereafter shall be reported immediately to the Learners Contact Center Helpline.

For queries and clarifications, kindly contact the Learner Rights and Protection Office at (02) 8638-1872 or [lrpo@deped.gov.ph](mailto:lrpo@deped.gov.ph)

For immediate dissemination and compliance.

Thank you.




Republic of Philippines  
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

DEPARTMENT OF EDUCATION <b>RECEIVED</b> RECORDS SECTION, REGIONAL OFFICE - CAR	
JUN 03 2024	
BY: _____	TIME: _____

**MEMORANDUM**  
OM-OUOPS-2024-05-04348

**FOR :** REGIONAL DIRECTORS  
MINISTER OF BASIC, HIGHER, AND TECHNICAL EDUCATION  
(BARMM)  
SCHOOLS DIVISION SUPERINTENDENTS  
REGIONAL SPORTS COORDINATOR  
LRP REGIONAL FOCAL PERSONNEL  
ALL OTHERS CONCERNED

**FROM :**   
ATTY. REVSEE A. ESCOBEDO  
Undersecretary for Operations

**SUBJECT :** REITERATION ON THE ESTABLISHMENT OF LEARNER RIGHTS AND PROTECTION DESK AND THE IMPLEMENTATION OF LEARNER RIGHTS AND PROTECTION GUIDELINES IN THE CONDUCT OF THE 2024 PALARONG PAMBANSA AND SCHOOL-RELATED OR OFF-CAMPUS ACTIVITIES

**DATE :** May 27, 2024

This has reference to Office Memorandum No. OUOPS 2024-05-00946 dated February 5, 2024, in relation to the establishment of the Learner Rights and Protection (LRP) Desk and the Implementation of the Learner Rights and Protection Guidelines in the Conduct of All Sporting Events, in line with the 64<sup>th</sup> Palarong Pambansa scheduled from July 9-16, 2024 at Cebu City, this Office requests submission of the official list of the members of the Regional LRP Desk Committee.

The Palaro LRP Desk Committee for the Region shall serve as the central operations hub that will handle reported learner protection concerns, in all activities including the Learners Convergence PH, National Festival of Talents (NFOT), and the National Schools Press Conference (NSPC), which will simultaneously be conducted, for clarity the schedules are as follows:

Activity	Schedule and Venue
64 <sup>th</sup> Palarong Pambansa	July 9-16, 2024, Cebu City
Learners Convergence PH	July 8-13, 2024, Lapu-Lapu City
National Festival of Talents (NFOT)	July 8-12, 2024, Naga City
National Schools Press Conference (NSPC)	July 8-12, 2024, Carcar City

Relatedly, may we request the submission of the composition of the LRP Desk Committees, to reiterate the members shall be as follows:

**Chairperson - Regional LRP Focal Personnel**

**DepEd**

DEPARTMENT OF EDUCATION

Room 101, Signal Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
Telephone Nos: (02) 8633-5313; (02) 4631-1492  
Email Address: ouops@deped.gov.ph | Website: www.deped.gov.ph

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Republika ng Pilipinas

## Department of Education

### OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

- **Vice-Chairperson – Division LRP Focal Personnel/Registered Guidance Counselor**
- **Members: Regional Alternate/Division/School LRP Focal Personnel and Registered Guidance Counselors**

The Vice-Chairperson and members should be LRP Personnel who have undergone the Child Protection Specialization course or registered guidance counselors, as may be designated by the Regional Director and upon recommendation of the Regional LRP Focal. For clarity, the LRP Desk may be composed of at least 4 to 5 individuals and the number of members may be increased, provided that the budget allocated will be sufficient to cover their transportation and other miscellaneous expenses. The Regions that have requested a learner representative to form part of the LRP Desk shall be required to secure parental consent to be submitted to the LRPO.

For emphasis, the LRP Desk shall be responsible for:

#### **A. Pre-activity events**

1. Ensure that all parental/guardian consent has been submitted
2. Submission of the composition of the LRP Committee in their respective regions as well as the DepEd personnel/LRP personnel who will accompany the learners in the Learners Convergence, NFOT, and NSPC.
3. Conduct a pre-departure orientation on learner safeguarding guidelines for all delegates (learner-athletes, learner contingents, trainers, coaches, and chaperones) specifically to discuss the protocols to be observed to ensure the protection of our learners in all national events.
4. Conduct a meeting with the DepEd personnel/LRP personnel who will accompany the learners in the Learners Convergence, NFOT, and NSPC, for the establishment of communication protocols for reporting and referral, in cases of learner protection concerns.
5. Ensure compliance with safety standards for learner participants, i.e. transportation and billeting areas.

#### **B. During the events**

1. Set up the LRP Desk in the designated billeting quarter, with a counseling room and open area for possible learner activities (e.g. playing venue, coloring area, and/or other recreational activity for learner participants)
2. Conduct a welcome orientation, reiterating the learner safeguarding guidelines and reporting protocols to be observed in cases of learner protection concerns.
3. Address all LRP reports and concerns through observance of 5Rs:
  - a. Recognize – acknowledgment of the LRP concern raised
  - b. Record – ensure that the Intake Sheet Form is filled up or completion of an Incidental Report
  - c. Respond – Provide immediate intervention such as but not limited to counseling as may be needed, and lead in reactional activities for learner-delegates
  - d. Refer – endorse the LRP complaints to the proper agencies for immediate intervention or assistance

- e. Report – ensure that all LRP concerns received and addressed are reported to the LRPO and the *Palarong Pambansa* Safety and Wellness sub-committee on learner protection.
4. In cases of emergency and other critical concerns, the LRP Desk must endorse or refer the concern immediately to the appropriate agency or institution, a directory of numbers is provided on the protocols disseminated.
5. Coordinate and establish a partnership with the school head and/or the school's child protection committee for immediate referral.
6. Conduct regular audits of learners' attendance, inspect billeting quarters/rooms, hold debriefing sessions or medical check-ups, and provide relaxation activities.
7. Ensure that all actions to protect participants are in the child's best interest.
8. Make suitable provisions for the learners to be monitored by a coach or chaperone during the event, including free time.

**C. After the Event**

1. All learner rights and protection cases shall be reported to LRPO, through channels at the DepEd-Central Office.
2. Co-facilitate a pre-departure orientation on learner safety rules.
3. Ensure that all concerned officials, coaches, or chaperones monitor their learners for any potential after-event intervention or needs.

Relatedly, on account of rendering work beyond the regular office hours and in the exigencies of service, this Office requests that compensatory service credits be given as may be allowed by the DepEd rules and regulations, and applicable Civil Service Resolutions and Department of Budget and Management issuances.

To reiterate the establishment of our LRP Desk supports DepEd's zero-tolerance policy for any act of learner abuse, exploitation, violence, discrimination, bullying, and other forms of abuse. Consequently, this Office commends the Regional Offices and Division Offices who have created their localized LRP Desk in the sporting and off-campus events conducted in their respective jurisdiction.

Attached are the following enclosures to be filled up by the regional LRP Focal Personnel and for submission to the LRPO.

- Enclosure 1 – Composition of the Regional LRP Desk
- Enclosure 2 – Referral and Reporting Template
- Enclosure 3 – Copy of the previously signed memorandum on the establishment of the LRP Desk

Kindly submit the filled-up Enclosure 1 titled "Composition of the Regional LRP Desk," on or before June 5, 2024, at [maria.sano@deped.gov.ph](mailto:maria.sano@deped.gov.ph). For clarifications, kindly contact the Learner Rights and Protection Office at (02) 8638-1782 or [lrpo@deped.gov.ph](mailto:lrpo@deped.gov.ph)

For your immediate action and guidance.

Thank you.



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
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