

Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

April 27, 2023

**REGIONAL MEMORANDUM**  
No. 323, s. 2023

**To:** Schools Division Superintendents  
All Others Concerned

**PARTICIPATION IN THE CONDUCT OF RESEARCH ON CHILD PROTECTION  
AWARENESS AND FUNCTIONALITY OF CHILD  
PROTECTION COMMITTEE MEMBERS**

1. This has reference to DepEd Memorandum OUOPS 2023-07-2612 received last April 26, 2023, regarding the conduct of the aforementioned research activity.
2. Relative to this, participation of all members of the school's Child Protection Committees in the online survey and selected participating schools listed below for the face-to-face survey interview are hereby required:

<b>SDO</b>	<b>Schools</b>
Quezon City	1. Batasan Hills National High School
	2. President Corazon C. Aquino Elementary School
	3. Justice Cecilia Munoz Palma High School

3. The following are the roles and responsibilities of the Regional Learner Rights and Protection Focal Person, Schools Division Office Learner Rights and Protection Focal Persons, and School Heads:

The Regional Learner Rights and Protection Focal Person are expected to:

- a. Coordinate with the SDO LRPO focal persons for the list of the School's Child Protection Policy Committees that can participate in the online survey.
- b. Coordinate the participation in the face-to-face interview of the pre-identified members of the school's Child Protection Committees from Batasan Hills NHS, Pres. Corazon Aquino ES and Justice Cecilia Munoz Palma HS.



Misamis St., Bago Bantay, Quezon City

Email Address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)

Website: <http://www.depedncr.com.ph>

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- c. Correspond with the LRPO research team on all matters related to data gathering.

The Schools Division Office Learner Rights and Protection Focal Persons are expected to:

- a. Aid the LRPO research team in visiting target schools.  
b. Disseminate and ensure compliance to accomplish this Google link form: <https://bit.ly/42bRlio> or scan the QR code provided in the attached Memorandum.  
c. All selected schools from SDO Quezon City (Batasan Hills NHS, Pres. Corazon C. Aquino ES, & Justice Cecilia Munoz HS) shall be informed of their involvement in the face-to-face survey interview that will be held anytime from April 3-April 28, 2023. The expected participants are the members of the Child Protection Committee shown below:

<b>Child Protection Committee Composition</b>	
Chairperson	School Head
Vice Chairperson	Guidance Counselor/Guidance designate
Teacher Representative	Designated teacher by the faculty club
Parent Representative	Parents-teachers Association representative
Student Representative	Supreme Student Council representative
Community Representative	Barangay representative assigned by the barangay head

- d. Monitor the compliance in the completion of the e-consent form of all learner representatives which can be accessed through this link <https://bit.ly/3yVd00C>.

The School Heads are expected to:

- a. Prepare the list of Child Protection Committee members and inform them of their voluntary participation in the conduct of face-to-face interviews of the pre-identified schools in SDO Quezon City that will be held anytime from April 3-April 28, 2023.  
b. Aid all members of the school's Child Protection Committees who will participate in the online survey and disseminate this google link form:

Misamis St., Bago Bantay, Quezon City

Email Address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)

Website: <http://www.depedncr.com.ph>



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<https://bit.ly/42bRlio> or scan the QR Code in the attached Memorandum.

- c. Prepare the master list of the school's Child Protection Committee and ensure the completion of the e-consent form of learner representatives through this link <https://bit.ly/3yVd00C> . The research survey is attached in the google form. Learners without internet connectivity at home shall be provided assistance to accomplish the informed consent (See Enclosure 2 of the attached Memorandum) and upload it to the G-Drive.
4. For any clarification and/or concerns, kindly send an email to the Learner Rights and Protection Office at [cpu@deped.gov.ph](mailto:cpu@deped.gov.ph).
5. For your guidance and compliance.

  
**WILFREDO E. CABRAL, CESO III**  
Regional Director

Encl.: As stated  
Reference: Memorandum OUOPS 2023-07-2612

Misamis St., Bago Bantay, Quezon City  
Email Address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
Website: <http://www.depedncr.com.ph>



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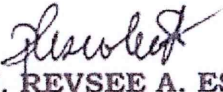

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**MEMORANDUM**

OUOPS 2023 -01- 26/2

**TO :** All Regional Directors  
All Schools Division Superintendents  
Regional Learner Rights and Protection Focal Persons  
Schools Division Office Learner Rights and Protection Focal Persons  
Child Protection Committees  
All others concerned.

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

**SUBJECT :** CONDUCT OF RESEARCH ON CHILD PROTECTION AWARENESS AND FUNCTIONALITY AMONG CHILD PROTECTION COMMITTEE MEMBERS IN SELECTED REGIONS IN THE PHILIPPINES

**DATE :** March 16, 2023

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This has reference to DepEd Order No. 40, s. 2012, otherwise known as the "DepEd Child Protection Policy," which states that all public and private elementary schools shall establish a Child Protection Committee (CPC) to perform various functions in relation to child protection in schools and shall handle bullying cases in the public or private school in accordance with DepEd Order No. 55, s. 2013 or the Anti-Bullying Act of 2013.

Further, pursuant to DepEd Order No. 3, s. 2021, the Learner Rights and Protection Office was created to establish mechanisms to fully operationalize, implement, and coordinate programs, projects, and activities pertaining to child protection. In connection with this, LRPO is mandated to ensure the establishment and functionality of the CPCs in schools.

Taking into account the ten years since the passage of D.O. 40, s. 2012, the LRPO will conduct a research study on CPC members' child protection awareness and functionality in randomly selected Philippine schools. It will be held on April and May 2023 and will use online, and in-person focus group discussion (FGD) to improve the Child Protection Policy and strengthen the CPC in schools.





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Thus, all Child Protection Committee members are strongly encouraged in the online and in-person research survey and focus group discussion (FGD). The CPC members who will take part in the FGD will be identified based on the results of the research survey. For clarity, the participation in the research survey shall be conducted only during recess or after class in accordance with DepEd Order No. 9, s. 2005, stipulating that there'll be no disruption of classes. Accordingly, the interviews will last only for 30 minutes and in consideration of the research participant's available time.

In view of the foregoing, this office, through the LRPO, seeks the participation and assistance in the research survey on child protection awareness and functionality in the Philippines, which will begin on **April 3** until **April 28, 2023**.

In the conduct of the research, the Regional and Division Office, and Schools are respectfully requested to be guided by the following details:

1. Schools Division Offices are requested to provide assistance to the LRPO research team in visiting their target schools.
2. All schools *not* stated in the enclosure are required to accomplish this **google link form**: <https://bit.ly/42bRli0> or scan the QR Code below for easier access;
3. All selected schools (*See Enclosure 1*) are requested to prepare for the face-to-face survey interview that will be held anytime from **April 3 – April 28, 2023**; and
4. All parents of the Learner Representatives must complete the e-consent form through this **google link** <https://bit.ly/3yVd00C>. The research survey is attached in the google form. Learners without internet connectivity at home may opt to accomplish the informed consent (*See Enclosure 2*) and seek assistance from school to upload it to the G-Drive.

Rest assured that all responses shall be treated with utmost confidentiality in compliance with the Data Privacy Act of 2012. The data obtained will be used only for the Learner Rights and Protection Office research purposes.

For any clarification and/or concerns, kindly send an email to the Learner Rights and Protection Office at [cpu@deped.gov.ph](mailto:cpu@deped.gov.ph).

For your guidance and compliance.

Thank you.



Research Survey



e-Consent



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**Enclosure 1.**

**Selected regions, SDOs, and schools for the  
 Child Protection Committee's face-to-face research survey interview**

REGION	SDO	SCHOOLS
<b>NCR</b>	QUEZON CITY	1. Batasan Hills National High School
		2. President Corazon C. Aquino Elementary School
		3. Justice Cecilia Munoz Palma High School
<b>IV-A (CALABARZON)</b>	BATANGAS PROVINCE	1. Bauan Technical Integrated High School
		2. Bauan East Central School
		3. Manghinao Elementary School
<b>VII</b>	CEBU PROVINCE	1. Buanoy National High School
		2. Buanoy Central Elementary School
		3. Liki Integrated School
<b>X</b>	BUKIDNON	1. Dologan High School
		2. Musuan Integrated School
		3. Dologan Central Elementary School

**Respondents**

<b>Child Protection Committee Composition</b>	
<b>Chairperson</b>	<i>School Head</i>
<b>Vice Chairperson</b>	<i>Guidance Counselor/Guidance designate</i>
<b>Teacher Representative</b>	<i>Designated teacher by the faculty club</i>
<b>Parent Representative</b>	<i>Parents-Teachers Association representative</i>
<b>Student Representative</b>	<i>Supreme Student Council representative</i>
<b>Community Representative</b>	<i>Barangay representative assigned by the barangay head</i>





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**Enclosure 2.**

**CONSENT FORM**

As the parent or legal guardian, I hereby acknowledge that I have been informed of the details of the research study on child protection awareness and functionality in the Philippines that will be conducted by the Learner Rights and Protection Office. I understand that the researcher will exercise adequate safeguards to ensure that my child's information will be kept private and confidential. All information will be properly stored in a Google Drive and will be secured for a year, to which only the researcher has sole access.

I understand that my child's participation is voluntary, and I can refuse to let my child participate in this survey, even after signing this form, and it will not affect the relationship with the researcher. I hereby give my consent for my child's participation in the research study.

By completing this form, DepEd-LRPO affirms your right to be informed, object to processing, access and rectify, suspend, or withdraw my personal data, and be indemnified in case of damages pursuant to the provisions of Republic Act No. 10173, or the Data Privacy Act of 2012, and its corresponding Implementing Rules and Regulations.

\_\_\_\_\_  
Name of Child

Date: \_\_\_/\_\_\_/\_\_\_\_\_

\_\_\_\_\_  
Name of Parent/Guardian  
and Signature

\_\_\_\_\_  
Name of School



**Informed Consent G-Drive Folder**  
Upload here: <https://bit.ly/3Zmjyk1>





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***If parent/guardian is illiterate***

*A literate witness must sign (if possible, this person should be selected by the participant and should have no connection to the research team). Participants who are illiterate should include their “thumb mark” as well.*

I have witnessed the accurate reading of the consent form to the potential participant (or the parent of), and the individual has had the opportunity to ask questions. I confirm that the individual has given consent freely.

Print name of witness \_\_\_\_\_

Signature of witness \_\_\_\_\_

Date \_\_\_\_\_

Month/day/year

**Statement by the researcher/person taking consent**

I have accurately read out the information sheet to the potential participant (or the parent of the potential participant). I confirm that he/she was given an opportunity to ask questions about the study, and all the questions asked by him/her have been answered correctly and to the best of my ability. I confirm that the individual has not been coerced into giving consent, and the consent has been given freely and voluntarily.

A copy of this Informed Consent Form has been provided to the parent or guardian of the participant.



**Informed Consent G-Drive Folder**  
Upload here: <https://bit.ly/3Zmjyk1>



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**MAY-KAALAMANG PAHINTULOT**

Bilang magulang o legal na tagapag-alaga, sa pamamagitan nito ay kinikilala ko na napag-alaman sa akin ang mga detalye ng pananaliksik na pag-aaral sa kamalayan at paggana sa pangangalaga ng bata sa Pilipinas na isasagawa ng Learner Rights and Protection Office. Naiintindihan ko na ang mananaliksik ay gagawa ng sapat na mga pananggalang upang matiyak na ang impormasyon ng aking anak ay pananatiling pribado at kumpidensyal. Ang lahat ng impormasyon ay maayos na maiimbak sa isang Google Drive at mase-secure sa loob ng isang taon, kung saan tanging ang mananaliksik ang may tanging access.

Nauunawaan ko na ang paglahok ng aking anak ay boluntaryo, at maaari kong tanggihan ang aking anak na lumahok sa pagsisiyasat, kahit na nakapirma na ako sa kasulatan na ito, at hindi ito makakaapekto sa relasyon sa mananaliksik. Ibinibigay ko ang aking pahintulot para sa paglahok ng aking anak sa pananaliksik na pag-aaral.

Sa pamamagitan ng pagkumpleto sa kasulatan na ito, pinagtitiyay ng DepEd-LRPO ang iyong karapatang mabigyan ng kaalaman, tumutol sa pagproseso, pag-access at pagwawasto, pagsususpende, o pag-withdraw ng personal na data, at mabayaran ng danyos kung sakaling magkaroon ng pinsala alinsunod sa mga probisyon ng Republic Act No. 10173, o ang Data Privacy Act of 2012, at ang kaukulang Pagpapatupad ng mga Panuntunan at mga Regulasyon nito.

\_\_\_\_\_  
Pangalan ng Bata na Kalahok

\_\_\_\_\_  
Pangalan ng Magulang/Tagapangalaga  
at Lagda

Petsa: \_\_\_/\_\_\_/\_\_\_\_\_

\_\_\_\_\_  
Name of School



**May-Kamalayang Pahintulot G-Drive Folder**  
I-upload dito: <https://bit.ly/3Zmjvkl>



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***Kung ang magulang/tagapangalaga ay hindi marunong magbasa***

*Kailangang may testigo na lalagda na marunong magbasa (kung possible, itong tao na ito ay pipiliin ng kalahok at dapat ay wala syang kaugnayan sa kahit sinuman sa grupo ng nananaliksik). Itong mga magulang ng kalahok ay magbibigay din ng kanyang “thumb print” o imprenta na kanyang hinlalaki.*

Nasaksihan ko ang pagbasa sa kalahok at tamang pagpapaliwanag ng kasulatan ng pahintulot sa magulang o tagapangalaga ng kalahok na bata at siya ay nabigyan ng pagkakataong magtanong. Pinapatunayan ko na ang kalahok ay nagbigay ng kanyang pahintulot na sumali ng kusang-loob.

\_\_\_\_\_  
Pangalan ng Testigo

\_\_\_\_\_  
Lagda ng Testigo

\_\_\_\_\_  
Paaralan ng Bata

Petsa: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Buwan Araw Taon

**Pahayag ng Taong Nagsasagawa ng Pagkuha ng Pahintulot**

Aking binasa ng tama ang kasulatan na ito sa magulang ng potensyal na kalahok. Aking pinagtitiyap na siya ay binigyan ko ng pagkakataon na magtanong tungkol sa pagsusuri at lahat ng kanyang mga tanong ay aking nasagot sa abot ng aking makakaya. Aking pinagtitiyap na ang taong kalahok ay hindi pinilit na magbigay ng pahintulot at ang kanyang pahintulot ay binigay ng malaya at boluntaryo.

Ang kopya ng Kasulatan ng Pahintulot ay ibinigay sa magulang o tagapangalaga ng kalahok.

\_\_\_\_\_  
Pangalan ng Taong kumuha ng  
pahintulot

\_\_\_\_\_  
Lagda ng Taong kumuha ng pahintulot

\_\_\_\_\_  
Paaralan ng Bata

Petsa ng Paglagda: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Buwan Araw Taon



**May-Kamalayang Pahintulot G-Drive Folder**  
I-upload dito: <https://bit.ly/3Zmjyk1>





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**CHILD PROTECTION AWARENESS AND FUNCTIONALITY RESEARCH SURVEY**

*Isang Makabatang Araw!*

Inaanyayahan ka naming makilahok sa pananaliksik na pag-aaral. Ang may-kaalamang pahintulot na ito ay magbibigay ng layunin at dahilan para sa pakikibahagi sa pananaliksik na pag-aaral na ito. Mangyaring basahin nang mabuti ang sumusunod na impormasyon, at para sa mga paglilinaw o alalahanin, mangyaring makipag-ugnayan kay Bb. Ma. Phoebe Agao sa [ma.agao@deped.gov.ph](mailto:ma.agao@deped.gov.ph) o sa pamamagitan ng Viber sa 0997-637-9160. Makakatanggap ka ng kopya ng tugon sa ibinigay na email address. Pakitandaan na ang paglahok sa pananaliksik na pag-aaral ay kusang-loob at hindi sapilitan.

**LAYUNIN NG PANANALIKSIK**

Ang layunin ng pananaliksik na ito ay naglalayong matukoy ang antas ng kamalayan at ang functional ng Child Protection sa mga Paaralan. Ito ay magiging isang mahalagang kasangkapan para sa pagpapalakas ng Child Protection Policy at pagtataguyod ng mga karapatan ng mga bata sa de-kalidad na batayang edukasyon at protektahan sila mula sa pananakot, karahasan, diskriminasyon, kapabayaan at lahat ng uri ng pang-aabuso.

**BENEPISYO**

Ang pananaliksik na ito ay tutukuyin at uunahin ang mga nangangailangan ng pagpapabuti at mga kailangan na paghusayin sa Child Protection Policy ng mga paaralan. Ito ay bubuo ng nakakahimok na paraan upang tulungan ang CPC sa pamamagitan ng pagtalakay sa mga rekomendasyon, hamon, at pagpapakita ng mabuting kasanayan. Gayundin, ang pinuno ng paaralan, mga komite sa pangangalaga ng bata, mga guro, mga magulang, at ang ating mga mag-aaral ay makikinabang sa hinaharap mula sa impormasyon mula sa pag-aaral na ito.

**TAGAL NG SURVEY**

Ang survey ng pananaliksik ay tatagal lamang ng 10–15 minuto, at magsisimula ng **Lunes, Abril 3, 2023 hanggang Biyernes, Abril 28, 2023.**

**MGA KALAHOK**

Ang mga kalahok ng pag-aaral na ito ay inilaan para sa lahat ng Child Protection Committee (*tingnan sa ibaba*) sa mga paaralan, anuman ang antas ng paaralan at haba ng serbisyo bilang isang miyembro ng CPC.

- **Chairperson** – *Punong Guro*
- **Vice Chairperson** - *Guidance Counselor/designate*



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- **Teacher Representative** – *Itinalagang guro ng faculty club*
- **Parent Representative** - *Parents-Teachers Association (PTA) representative*
- **Student Representative** - *Supreme Student Council representative*
- **Community Representative** – *Kinatawan ng Barangay na itinalaga ng punong barangay*

**MGA GASTOS O BAYAD**

Kayo po ay walang gagastusin o babayaran sa paglahok sa survey na ito.

**MGA PANGANIB**

Walang malaking panganib na kasangkot sa pag-aaral na ito.

**PAGIGING KOMPIDENSYAL**

Ang anumang impormasyon na ibibigay sa panahon ng aktibidad ay mahigpit na pananatiling kumpidensyal, pati ang personal na impormasyon alinsunod sa Data Privacy Act of 2012. Makatitiyak na ang impormasyon mo o ng iyong anak ay hindi ibubunyag sa labas ng pag-aaral na ito. Gagamitin lamang ito para sa pag-aaral na ito at anumang publikasyong maaaring lumabas dito. Ang lahat ng kalahok sa pag-aaral na ito ay mananatiling hindi kilala, at ang kanilang impormasyon ay hindi gagamitin sa pagsusuri ng mga nakolektang datos.

**KUSANG-LOOB NA PAGLAHOK**

Ang pakikilahok sa pag-aaral na ito ay ganap na boluntaryo. Maaari kang mag-withdraw o tanggihan ang pakikilahok anumang oras at para sa anumang dahilan. Ang pagtanggì o pag-alis sa pakikilahok ay hindi magreresulta sa isang parusa, pagkawala ng mga gantimpala, o pagkasira ng iyong relasyon sa mananaliksik.

*Salamat sa iyong pakikiisa!*

**Ang mga nakalap na data at impormasyon ay poprotektahan at igagalang alinsunod sa pagiging kompidensiyal at privacy requirement na nakasaad sa ilalim ng Republic Act No. 10173, o ang "Data Privacy Act of 2012".**





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**CHILD PROTECTION AWARENESS AND FUNCTIONALITY RESEARCH SURVEY**

*Isang Makabatang Araw!*

We invite you to take part in the research study. This informed consent will provide the purpose and reason for partaking in this research study. Please read the following information carefully, and for clarifications or concerns, kindly contact Ms. Ma. Phoebe Agao at [ma.agao@deped.gov.ph](mailto:ma.agao@deped.gov.ph) or via Viber at 0997-637-9160. You will receive a copy of the response to the email address provided. Please note that participation in the research study is voluntary, and participants are free to withdraw at any time and without giving a reason.

**PURPOSE**

This research study aims to determine the level of awareness and the functionality of Child Protection in Schools. This would be an integral tool for strengthening the Child Protection Policy and uphold the rights of children to accessible and quality basic education and protect them from bullying, violence, discrimination, neglect and all forms of abuse.

**BENEFITS**

This research study will identify and prioritize areas for improvement and needs for enhancement in the Child Protection Policy in schools. It will develop a compelling method to assist the CPC by discussing recommendations, challenges, and demonstrating good practice. Moreover, the school head, child protection committees, teachers, parents, and our learners will benefit in the future from the information from this study.

**DURATION**

The research survey will only take 10–15 minutes, and will begin on **Monday, April 3, 2023, to Friday, April 28, 2023.**

**PARTICIPANTS**

This study's participants are intended for all Child Protection Committees (see below) in schools, regardless of the school level and length of service as a CPC member.

- **Chairperson** - *School Head*
- **Vice Chairperson** - *Guidance Counselor/designate*
- **Teacher Representative** - *Designated teacher by the faculty club*





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- **Parent Representative** - *Parents-Teachers Association (PTA) representative*
- **Student Representative** - *Supreme Student Council representative*
- **Community Representative** - *Barangay representative assigned by the barangay head*

#### **COSTS/PAYMENT**

There is no cost or payment for participating in this survey.

#### **CONFIDENTIALITY**

Any information that will be given during the activity will be kept strictly confidential, and personal information will be treated in accordance with the Data Privacy Act of 2012. Rest assured that your or your child's information will not be disclosed outside this study. It will only be utilized for this study and any publication that may emerge from it. All participants in this study will remain anonymous, and their information will not be used in the analysis of the collected data.

#### **VOLUNTARY PARTICIPATION**

Participation in this study is entirely voluntary. You can withdraw from or decline participation anytime and for any reason. Refusing or withdrawing from participation will not result in a penalty, a loss of rewards, or damage your relationship with the researcher.

*Thank you for your cooperation!*

**The gathered data and information will be protected and respected in accordance with the confidentiality and privacy requirement enshrined under Republic Act No. 10173, or the "Data Privacy Act of 2012".**