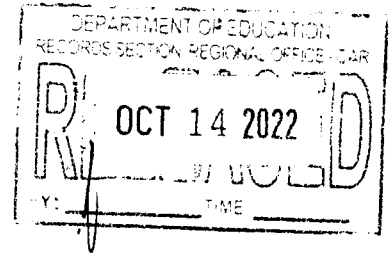




Republic of the Philippines
Department of Education
Cordillera Administrative Region



October 11, 2022


REGIONAL MEMORANDUM

No. 506.2022

**SUBMISSION OF WEEKLY REPORT ON SEXUAL ABUSE
AND HARASSMENT CASES**

To: All Schools Division Superintendent
SDO Attorney III
Division Child Protection Specialist/Coordinators/Focal
All Others Concerned

1. In connection with the enclosed Memorandum DM-LA-2022-0263, dated October 6, 2022, from the Office of the Undersecretary for Legal Affairs, details of which are stated therein, you are hereby directed to submit weekly report on pending and new cases regarding sexual abuse and harassment against learners.
2. The submission of the aforesaid report to this Office is **every Friday at 3:00 P.M.**, following the attached template both hard and electronic copy. The electronic copies must be in excel form, with editable version shall be submitted to the google drive link to be sent to the official email address of the division offices. The same should also be updated in the Legal Services Information System (LSIS).
3. For immediate dissemination and strict compliance.


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





Republic of the Philippines
Department of Education
LEGAL AFFAIRS

MEMORANDUM
DM-LA-2022- 0263

FOR : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
ATTY. CORNELIO A. PACALA
Attorney V, Investigation Division
ATTY. RODEL JAMES R. PULMA
Attorney V, Legal Division
ATTY. SUZETTE T. GANNABAN-MEDINA
Officer-in-Charge, Assistant Regional Director - DepEd
MIMAROPA and Head, Child Protection Unit

FROM : **JOSE ARTURO C. DE CASTRO, J.D., LL.M., J.S.D.**
Undersecretary for Legal Affairs
AMANDA MARIE F. NOGRALES, J.D.
Assistant Secretary for Legal Affairs

SUBJECT : **Submission of Weekly Report on Sexual Abuse and Harassment Cases**

DATE : October 06, 2022

6
6:00 PM
90064
Atty. G. M. ...

This is in reference to the sexual abuse and harassment cases against learners.

The Department of Education (DepEd), through the Legal Affairs Strand, is closely monitoring the issues and reports of sexual abuse and harassment committed against learners. DepEd, as a duty-bearer, should be the bastion, which respects, protects, promotes, and fulfils the rights of every learner in education.

In line with this, this Office requests the submission of weekly report on pending and new cases regarding sexual abuse and harassment against learners. The Schools Division Superintendents shall submit to their respective Regional Directors the said weekly report **every Friday at 5:00 P.M.** The respective Regional Directors shall validate the reports submitted by the Schools Division Superintendents and shall consolidate the same. Likewise, the Regional Directors shall submit an electronic copy of the consolidated reports to the Investigation Division **every Monday at 5:00 P.M.** Below is the template for the weekly report:

Weekly Report on Sexual Abuse and Harassment Cases					
Region/Schools Division:					
Names of Parties Involved	Region	Nature of the Case	Status	Ways forward/Next steps	

The submission of the electronic copies must be in excel form, with editable version, which shall be sent to ls.invesdiva@deped.gov.ph, copy furnished leandaf@deped.gov.ph; leomar.ladonga@deped.gov.ph and gerabnc.ramones@deped.gov.ph.

The Investigation Division, Legal Division, and Child Protection Unit shall update the database on sexual abuse and harassment cases **every Tuesday on or before 5: 00 P.M.** Here is the link for the database: <https://bit.ly/WRSAHC>.

For strict and immediate compliance.