



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO



DIVISION MEMORANDUM

No. **05-149** s. 2026

To: Assistant Schools Division Superintendent
Chief, CID
Chief, SGOD
Education Program Supervisors
Public Schools District Supervisors
Private and Public Principals/School Heads

COLLECTION AND CONSOLIDATION OF BULLYING INCIDENT REPORTS

1. Pursuant to DepEd Order No. 55, s. 2013, and DepEd Memorandum No. 59, s. 2015 (Enclosures Nos. 7-11, all private and public schools are hereby directed to drop consolidated reports of bullying incidents at this, [Drive for Bullying Incident Reports - Google Drive](#)
2. Report coverage:
 - a. SY 2025-2026 Intake Sheets
 - b. Data shall follow the format prescribed in Enclosures Nos. 7-11 of DM No. 59, s. 2015
 - c. Reporting period shall be June 9-11, 2026.
3. In collection and consolidation of reports for Division Learner Rights and Protection Office, the names of victim-learners and perpetrators must be coded that no personally identifiable information shall be disclosed.
4. Names of victim-learners and perpetrators must be coded that no personally identifiable information shall be disclosed.
5. Original records shall remain with the School Child Protection Committee (CPC).
6. Schools with No Reported Cases during the covered period shall submit a brief narrative report describing their:
 - a. Prevention strategies
 - b. Detection mechanisms
 - c. Response and interventions measures



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Contact No. : 09190040217
Address: Brgy. Osmena, Dapa, Surigao del Norte, 8417
Website: sdosiargao.com

siargao@deped.gov.ph

DepEd Siargao



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7. Submission of this narrative report is through [Drive for LRP Narrative Report - Google Drive](#).
8. Immediate dissemination and strict compliance with this Memorandum are enjoined.


MANUEL O. CABERTE
Schools Division Superintendent

Ref: DO No. 55, s. 2013, DO No. 59, s. 2015

Incls: DO No. 59, s. 2015 Enclosures 7-11

To be indicated in the perpetual index under the following subject:

COMMITTEES
RECORDS
STUDENTS

DATA

REPORTS

LEARNERS

SCHOOLS

SGOD/grd
05/19/2026

CONFIDENTIAL

School-Based Report on Incidents of Child Abuse
School Year 20__ - 20__

School: _____
 Address: _____

Classification: (Private/Public) _____ School ID: _____
 Level: (Kindergarten/Elementary/Secondary) _____

Date/ Place of Incident	Nature of Abuse			Victims			Perpetrators			Relationship to the Victim	Action Taken	Status (Resolved/ Pending/ Referred to other agency)
	Physical	Sexual	Verbal/ Psychological	Name (Last Name, First Name, M.I.)	Age	Sex (M/F)	Name (Last Name, First Name, M.I.)	Age	Sex (M/F)			

Number of Resolved Cases
Cases for Monitoring
Number of Cases referred to other Government Agencies
Number of Cases referred to other Non-Government Agencies

Note: Child Abuse refers to the maltreatment of a child, whether habitual or not, which includes any of the following:
 Physical - refers to acts that inflict bodily harm and which subjects children to perform tasks which are hazardous to their physical well-being.
 Sexual - refer to acts that are sexual in nature such as rape, sexual harassment, sexually demeaning remarks, forcing children to watch obscene publications or shows, etc; and
 Psychological - refers to acts or omissions causing or likely to cause mental or emotional suffering to the child which include intimidation harassment, stalking, public ridicule, threat of deduction from grade or merit as a form of punishment, and repeated verbal abuse.
 Relationship to the victim refers to relatives (father, mother, cousin, etc.) or school personnel (teachers and non-teaching staff)
 No amicable settlement for any acts of child abuse

Revised and Conformed by: _____
 (Name and Designation)

Prepared by: _____
 (Name and Designation)

Date: _____

Date: _____

SCHOOL-BASED CONSOLIDATED REPORT ON CASES OF CHILDREN-AT-RISK (CAR)

School: _____

School ID: _____

Period Covered: _____

Total Number of Students: _____

Classification: Public
 Private

Level: Kindergarten
 Elementary
 Junior High School
 Senior High School

I. CHILDREN-AT-RISK (CAR)

Classification	No. of Students		Action Taken	Present Status
	Male	Female		
1. Victim of abuse (sexual, physical, psychological, mental, economic and other mean)				
2. Victim of Neglect				
3. Coming from a dysfunctional family or without parent or guardian				
4. Being a member of a gang				
5. Living in a community with a higher level of criminality				
6. Living a situation of armed conflict				
7. Committed a status Offense under Section 57 of RA 9344, as amended				
8. Mendicant under PD 1563				
9. Solvent/ Rugby user				
10. Marijuana/ Drug Use/ Dependency				
11. Smoking				
12. Others				

II. Concrete descriptions of actions taken by the school to alleviate the risk factors of the CAR:

Number of Resolved Cases	
Cases for Monitoring	
Number of Cases referred to other Government Agencies	
Number of Cases referred to other Non-Government Agencies	

Prepared by:

Validated by:

(Designation)

Principal

Date: _____

Date: _____

School-Based Consolidated Report on Incidents of Children in Conflict with the Law (CICL)
School Year 20__-20__

School: _____
 Period Covered: _____

School ID: _____
 Classification: Public Private Level: Kindergarten Elementary Junior High School Senior High School

A. Consolidated Report on Incidents of Children in Conflict with the Law (CICL)						
Learner's Reference Number (LRN)	Age	Sex (M/F)	Case/Violation	Action Taken	Intervention/ Diversion Program	Remarks

B. Concrete descriptions of any intervention program or diversion program that the school initiated or adopted which facilitated the reintegration of the CICL in the school and community

Number of Resolved Cases	
Cases for Monitoring	
Number of Cases referred to other Government Agencies	
Number of Cases referred to other Non-Government Agencies	

Prepared by: _____
 (Designation)

Date: _____

Validated by: _____
 Principal

Date: _____

