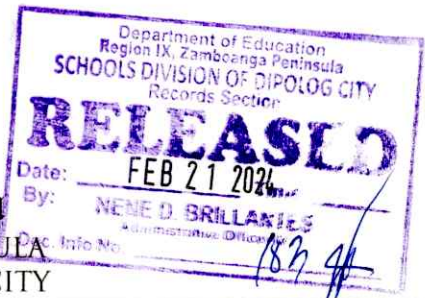




Republic of the Philippines  
**Department of Education**  
 REGION IX – ZAMBOANGA PENINSULA  
 SCHOOLS DIVISION OF DIPOLOG CITY



February 20, 2024

**DIVISION MEMORANDUM**

No. 103, s. 2024

**ESTABLISHMENT OF THE LEARNER RIGHTS AND PROTECTION DESK AND IMPLEMENTATION OF LEARNER RIGHTS AND PROTECTION GUIDELINES IN THE CONDUCT OF SPORTS EVENTS**

To: Assistant Schools Division Superintendent  
 CID and SGOD Chief Education Supervisors  
 Select Elementary and Secondary Schools  
 Learner Rights and Protection Committee  
 All Others Concerned

- The Office of the Undersecretary of Operations (OUOPS) has issued Memorandum 2024-05-00946, which provides detailed guidelines for the strict implementation of the DepEd Child Protection Policy at all sports events and playing venues during the 64th Palarong Pambansa and, by extension, the Dipolog City Athletic Association (DICAA) Meet.
- The aim of the guidelines is to guarantee special protection to our learner-athletes and establish **the Learner Rights and Protection Desk (LRPD)**, wherein division- and school-level committees shall aid in addressing issues and concerns of the learner-athletes reported before, during, and after the DICAA Meet.
- The OUOPS reiterates the Department’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 LRPD, specifically in schools through Learner Rights and Protection Committees (LRPC), where playing venues and billeting quarters will be situated.
- In light of the above, this Division, through its Learner Rights and Protection Unit (LRPU), creates Child Protection Committees, which will serve as Learner Rights and Protection Desk, to various playing venues during the DICAA Meet:

No.	Learner Rights and Protection Desks Composition	Playing Venues (Sports)
1.	Chairman: PDOI ANDREW HOMIL G. ELUMBARING Co-Chairman: PDOI CIELBERT E. DONDOYANO Members: ATTY. MA. CECILLE BASTASA-TANAGA LEAH DANNIELLE SUMONDONG RGC EDITHA ACABAL RGC ELMA M. ELLO, Guidance Designate - AQUMATSHS AOII GINA CAERMARE AOII BLEIZE T. GUMELA	1. Dipolog Sports Complex, Olingan (Archery, Boxing, Football) 2. Dipolog City Multi-Sport Training Center (Arnis, Gymnastics, Speak



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		Takraw, Table Tennis, Taekwando, Wushu, Wrestling) 3. Dipolog Sports Center Gym (Basketball, Dancesport) 4. Dipolog Aquatic Center (Swimming)
2.	Chairman: SUNNY ZAPANTA Co-Chairman: ALFY D. FERNANDEZ, Guidance Designate, Sta. Isabel ES Members: AOII JEANNE FAYETTE A. LABADAN AOII WILLIAM M. REFUGIO	Dipolog Badminton Center, Sta. Isabel (Badminton)
3.	Chairman: JOSELITO S. TIZON Co-Chairman: MELISSA MAE R. EBUÑA RGC Members: MIAFLOR OGARTE RGC AOII JO ANNE A. ABAD	ZNNHS, Estaka at the Old Library (Billiards)
4.	Chairman: KENT ADOLFO Co-Chairman: GERALYN ABRAU, Guidance Designate – MECS Members: AOII ELSIE MANGINSAY AOII EDELENE T. CILO-CILO	Division Training Center, Miputak (Chess)
5.	Chairman: GINA D. REGENCIA Co-Chairman: JAY H. BETITO Members: AOII GENEVIEVE Q. BERMUDEZ AOII STEPHEN H. GOYENA	Mibang Tennis Court, Mibang (Tennis)
6.	Chairman: REMEGIO GABONADA Co-Chairman: MARY ANN Q. PATOGO Members: AOII DOMINIC MAIKO DIAZ AOII MELODY M. RANOCO	Dipolog Pilot Demonstration School (DPDS) Covered Court (Futsal)
7.	Chairman: SHARIKA JUMAWAN Co-Chairman: MARIPIS O. JAMITO, Guidance Designate – BARRA ES Members: DAISY JANE R. GASCON, Guidance Designate – DCNHS AOII PRINCE M. JACINTO AOII LENY D. DEL VALLE	Barra Elementary School Ground/Covered Court (ParaGames)


5. The Committee is tasked to coordinate with the local barangay unit for possible referrals and is required to post the DepEd SDO Dipolog Learner Rights and Protection Contact Center Helpline Number in the playing venue.



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REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY

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6. The attached **Learner Athletes Safeguarding Guidelines** may serve as guidance in the protocols for handling reported learner-athlete concerns, especially in the aspect of enforcing preventive and protective mechanism.
7. The DICAA Meet is set to commence on February 22 and conclude on February 24, 2024. Personnel involved will be granted Compensatory Overtime Credits (COC) or Service Credits (SC) for their services during the weekend.
8. To facilitate efficient implementation of this initiative, an online channel named "LRP Desk – DICAA" will be established on Messenger. This platform will enable all personnel involved to communicate effectively.
9. For inquiries, contact the SGOD-Learner Rights and Protection Unit:
  - a. Andrew Homil G. Elumbaring  
Project Development Officer I  
0995 163 5116
  - b. Cielbert E. Dondoyano Jr.  
Project Development Officer I  
0956 590 9773
10. For more information, please refer to the enclosed LRPO Memorandum.
11. Widest dissemination of this memorandum is highly desired.

  
**MA. LIZA R. TABILON EdD, CESO V**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

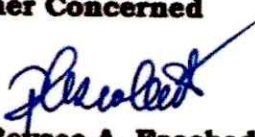


Republic of the Philippines  
**Department of Education**  
OPERATIONS

**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** :   
**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 Pambansa*, 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



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OPERATIONS

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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.



# PALARONG!

MARIKINA 2023

PALARONG PAMBANSA



## LEARNER-ATHLETES SAFEGUARDING GUIDELINES





# CLEAN SPORT

## A GUIDE TO ENJOY A CLEAN AND FUN SPORTING ENVIRONMENT



Succeeding through  
hardwork, talent,  
determination, skills,  
and trust in oneself



Competing on a fair  
and level playing field



Giving value to  
the spirit of  
sport



Respecting and  
looking after one's  
body, mind, health  
and spirit



Playing true,  
playing clean, and  
playing fair at all  
times



# SIMPLE WAYS TO MAKE SPORT MORE FUN FOR ALL



Trust in yourself.



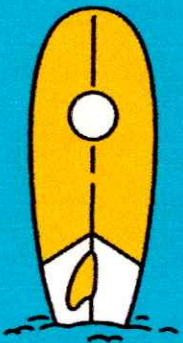
Follow the rules and policies of the sport.



Enjoy the wins and learn from the losses.



Celebrate small wins.



Make every game and training a learning opportunity for you to grow better.



Respect your fellow learner-athletes, coaches, officials and sport personnel.



Most importantly, have fun!





# DUTIES AND RESPONSIBILITIES OF COACHES, TRAINERS, & CHAPERONS/GUARDIANS



## ONE

Exercise parental authority over the learner-athletes during supervision, instruction, and custody.



## TWO

Keep them in their company and support, educate and instruct them by right conduct and good example.

## THREE

Give them support, advice and counsel, companionship and understanding.

## FOUR

Enhance, protect, preserve, and keep them physically and mentally healthy at all times.

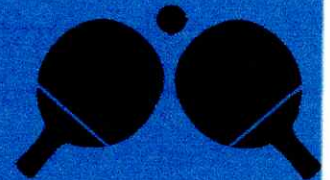


## SIX

Represent them in all matters affecting their interests.

## FIVE

Keep them away from bad company and keep them from developing habits that are harmful to their health, studies, and morals.



## SEVEN

Inculcate the value of respect and obedience.

## EIGHT

Practice positive and non-violent discipline as required, without resorting to corporal punishment under any circumstances.

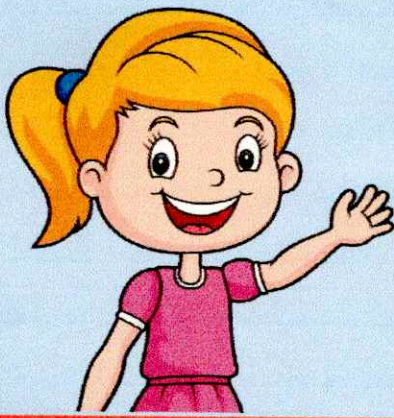


## NINE

Report learner abuse incidents to the designated Regional Learner Rights and Protection (LRP) Steering Help Desk.

## TEN

Perform other duties as required by law, acting as substitute parents or guardians.



# DUTIES AND RESPONSIBILITIES OF LEARNER-ATHLETES

## ONE

Treat coaches, trainers, and chaperons as their guardians during the conduct of Palarong Pambansa. Seek permission and ensure that activities outside billeting areas are with adult supervision.



## TWO

Heed the guidance and counsel given by guardians, as this is for your best interest and welfare.

## FOUR

Avoid friends and activities that may pose risk to your health and safety. Be mindful of the curfew and the ban on smoking and liquor for minors.



## THREE

Practice good habits such as sleeping on time, eating healthy food, maintain positive attitude and personal care to keep physically and mentally healthy.

## FIVE

Observe respect, courtesy and sportsmanship towards fellow learner-athletes as well as to other adult delegates.



## SIX

Report any form of abuse or learner-athlete protection concern IMMEDIATELY to the Learner Rights and Protection Help Desk.



# DUTIES AND RESPONSIBILITIES OF LEARNER-ATHLETES

Participants are expected to comply with the regulations of Palarong Pambansa, prioritizing their best interests, and refraining from:

## ONE

Discriminating against other learner-athletes on the basis of their appearance, weaknesses, or status.



## THREE

Marking or damaging school / billeting quarter property and playing venues.



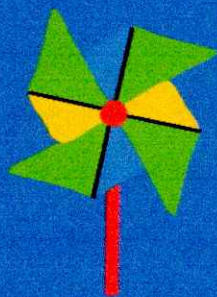
## SIX

Bringing prohibited items like weapons, drugs, alcohol, toxic substances, cigarettes, and pornographic materials onto Palarong Pambansa premises.



## SEVEN

Performing other similar acts that cause damage or injury to another.



## TWO

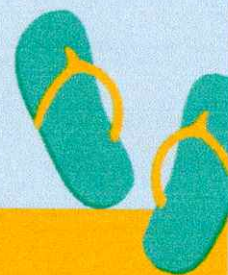
Doing any act that is inappropriate, unsafe, or sexually provocative.

## FOUR

Using vulgar language, inciting malicious acts, or catcalling towards other learner-athletes and adult participants.

## FIVE

Engaging in fights or any aggressive behavior.





# SAFE INTERACTION DURING THE PALARONG PAMBANSA 2023 EVENT

## ONE

Respectful, non-violent, and non-sexual interactions are expected from all participants, including adult delegates and learner-athletes to foster a safe and inclusive environment.

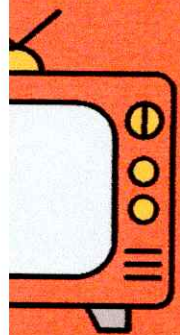
## TWO

Adult must not share rooms with learner-athletes (except authorized chaperons).



## THREE

Avoid inappropriate touching or suggestive comments, addressing allegations made by learner-athletes, as well as obtain written consent for transporting learner-athletes.



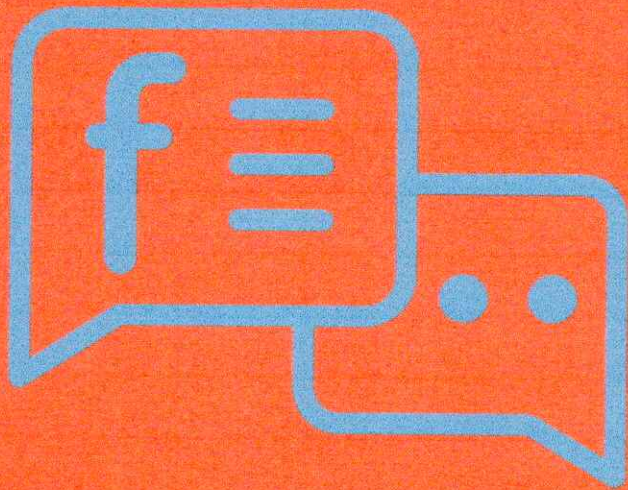
# SAFE INTERACTION DURING THE PALARONG PAMBANSA 2023 EVENT

## FOUR

All delegates must wear their Palarong Pambansa identification cards, use proper language when communicating, and avoid private conversations in secluded areas.

## FIVE

Officials and delegations must follow guidelines for safe physical interactions, limiting touches to non-private areas like handshakes and pats on the back. All unsafe and confusing touches must be avoided.



## SIX

Learner-athletes should prioritize safety by **not accepting or responding** to friend requests or messages from adult delegates.

## SEVEN

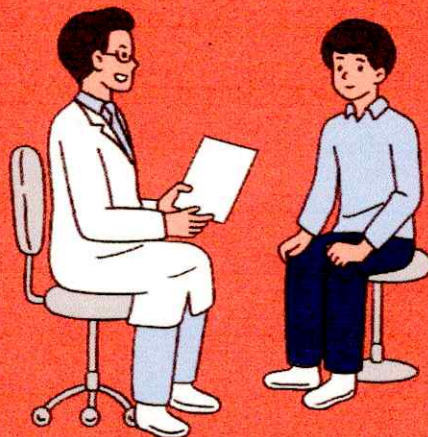
Learner-athletes should report any form of abuse or learner protection concern **IMMEDIATELY** to the **Learner Rights and Protection Help Desk.**



# REPORTING SAFEGUARDING CONCERNS



Learner-athletes with protection concerns during the Palarong Pambansa can approach a designated Learner Rights and Protection Help Desk or Host RO and SDO personnel for assistance.



Learner-athletes experiencing distress or protection concerns during the Palarong Pambansa can approach designated guidance counselors in their billeting quarters for immediate intervention.



# PROCEDURES IN BULLYING CASE

**1**

All incidents of bullying must be reported to the respective Regional Learner Rights and Protection Steering Committee for appropriate action, and immediate referral, and/or intervention.

**2**

The Learner Rights and Protection Committee shall inform the head of the regional delegation or the concerned parents and a meeting shall be held for that purpose.

**3**

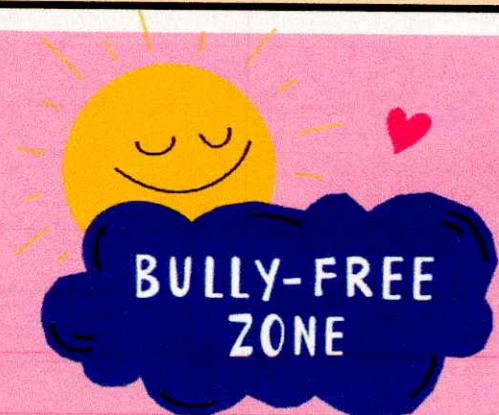
The learners shall be referred to the Learner Rights and Protection Committee for counselling and other interventions.

**4**

The RO/DO/School may impose non-punitive measures in accordance with the principles of **Positive Discipline.**

**5**

Punitive measures will be the **last** resort.



# BULLYING AND CYBERBULLYING

**BULLYING** is willful aggressive behavior that is directed toward a particular victim who may be outnumbered, younger, weak, with a disability, less confident, or otherwise vulnerable.



THREATS



STALKING



TAKING OF  
PROPERTY



PUBLIC  
HUMILIATION



DAMAGE  
OF PROPERTY



PHYSICAL  
VIOLENCE



DEMANDING  
SEXUAL OR  
MONETARY FAVORS

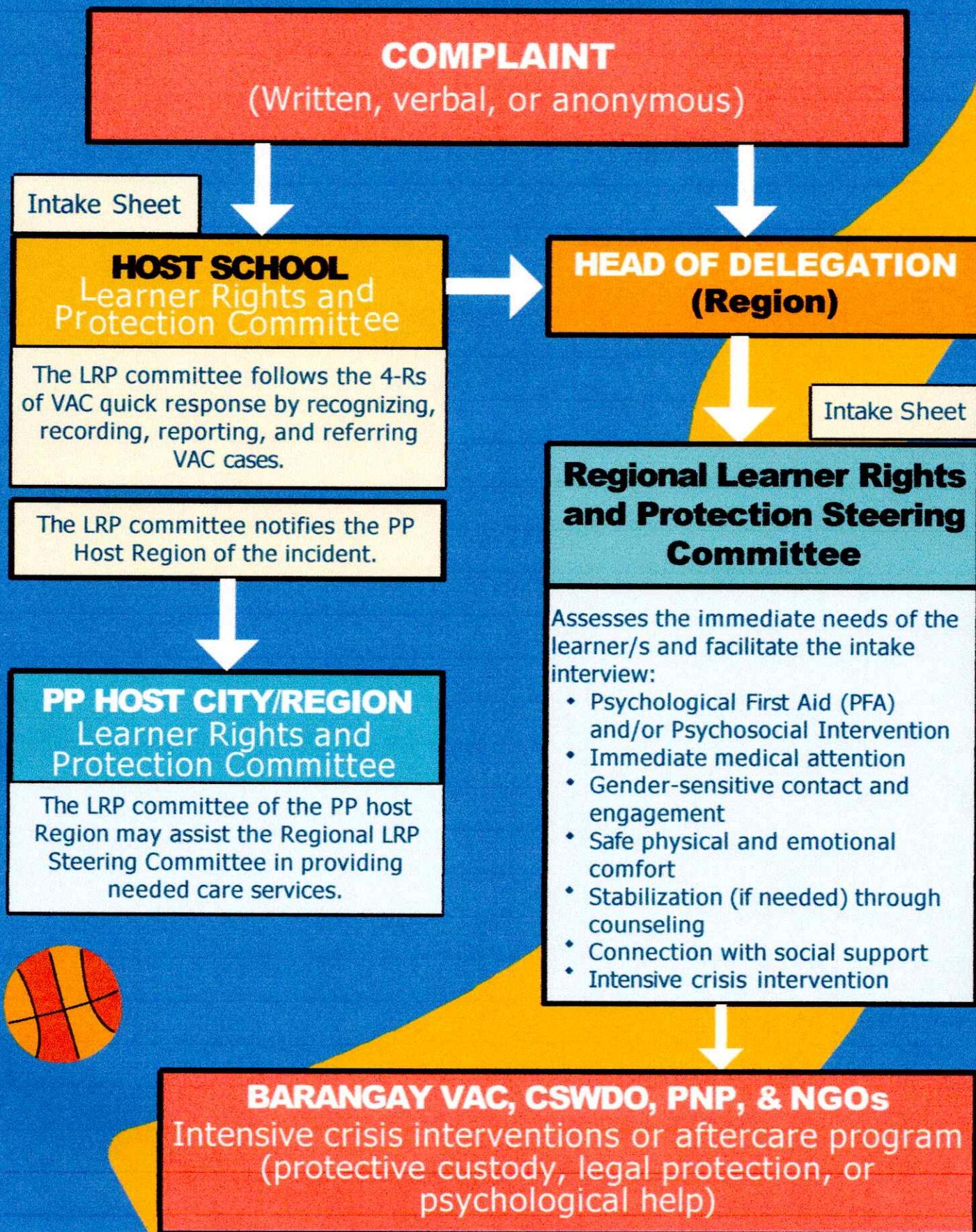


RESTRAINING OF  
LIBERTY AND  
FREEDOM OF A  
LEARNER-ATHLETE

**CYBERBULLYING** is any conduct of bullying, resulting in harassment, intimidation, or humiliation through electronic means or other technology, such as, but not limited to texting, email, instant messaging, chatting, internet, social networking websites, or other platforms or formats.

**PALARONG PAMBANSA 2023 IS  
NO BULLYING ZONE**

# ABUSE, EXPLOITATION, AND DISCRIMINATION COMMITTED BY A LEARNER-ATHLETE





Know your rights.  
Speak Up,  
Speak to Us.

**CONTACT US**

**LEARNER RIGHTS AND PROTECTION OFFICE**

**E:** [lrpo@deped.gov.ph](mailto:lrpo@deped.gov.ph)

**T:** (02) 8632-1782

**LEARNERS TELESAFE CONTACT CENTER  
HELPLINE**

**E:** [weprotectlearners@deped.gov.ph](mailto:weprotectlearners@deped.gov.ph)

**T:** (02) 8632-1372

**M:** +63 945-175-9777

**Fb:** /deped.lrpo