DIVISION MEMORANDUM
No. 156, s. 2018

SUBMISSION OF CONSOLIDATED REPORT ON INCIDENTS OF BULLYING AND CHILD
ABUSE AND OTHER REPORT ON RELATED CASES ON CHILDREN IN CONFLICT WITH
THE LAW (CICL) AND CHILDREN AT RISK (CAR) FOR CALENDAR YEAR 2017

TO: Public Schools District Supervisors
   Elementary/Secondary School Principals/ Head Teachers/ SIC
   Elementary Schools Guidance Teachers
   Junior and Senior High Schools Guidance Teachers/Guidance Counselors

1. Pursuant to DepED Order No. 40, series of 2012 (DepEd Child Protection Policy) requiring
the submission of Consolidated Reports on incidents of Bullying and Child Abuse and other
reports on related cases on Children in Conflict with the Law (CICL) and Children at Risk
(CAR), you are enjoined to complete and submit the reports for the Calendar Year 2017 on
or before February 15, 2018.

2. The succeeding submission of reports must be done regularly the week after every quarter.

3. All schools are obliged to submit reports by Quarter. The First Quarter covers the months of
January, February and March; Second Quarter covers April, May and June; Third Quarter
covers July, August and September; and the Fourth Quarter covers October, November,
December.

4. The reports must be prepared in the prescribed formats under DepEd Memorandum No. 59,
series of 2015, enclosures 1A to 1B (School-Based Reports on incidents of Bullying and
Child Abuse), Appendix D (Consolidated Report on incidents of Children-At-Risk-CAR) and
under DepEd No. 18, s. 2015, enclosures Appendix F (Consolidated Report on incidents of
Children in Conflict with the Law (CICL).

5. Furthermore you are requested to submit list of School’s Child Protection Committee with
signature verified by the School Head or Committee Chairperson. In case changes of the set
of committee members occur the school head should update the office with the new set of
committee members.

6. Immediate dissemination and compliance with this memorandum is desired.

WINNIE E. BATOON, Ed.D
Officer-in-Charge
Office of the Schools Division Superintendent

End: As stated
References: DepEd Orde Nos. 40, s. 2012; 59, s. 2015; 18, s. 2015
To be indicated in the Perpetual Index under the following subjects:
GOVERNANCE, CHILD PROTECTION, REPORTS

ROM
February 13, 2018

Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002  ☎ (082) 553-8396 | (082) 553-8376 | (082) 553-9170
fax: (082) 553-8376 | www.depeddigosc.gov.ph | digosc.city@deped.gov.ph