



Republic of the Philippines  
**Department of Education**  
SOCCSKSARGEN REGION

June 26, 2024

REGION MEMORANDUM  
ESSD-2024-103

**ESTABLISHMENT OF LEARNER RIGHTS AND PROTECTION (LRP) HELP DESK DURING 2024 PALARONG PAMBANSA, LEARNERS CONVERGENCE PH, NSPC AND NFOT**

To: Schools Division Superintendents

- Pursuant to DepEd Memorandum **OM-OUOPS-2024-05-00946** titled **Establishment of the Learner Rights and Protection Desk and Implementation of Learner Rights Protection Guidelines in the Conduct of Sports events**, the RO XII Learner Rights and Protection Desks will be established during Palarong Pambansa 2024, Learners Convergence PH 2024, National Schools Press Conference (NSPC) and National Festival of Talents (NFOT) in **Cebu** from **July 8-19, 2024**.
- The activity reiterates the zero-tolerance policy for any act of abuse, exploitation, violence, discrimination, bullying and other form of abuses to our learner-athletes and learner-delegates.
- The Centralized Learner Rights and Protection Help Desk shall be situated in **Cebu City** with centralized reporting mechanism to be done during the entire schedule of the events. Reporting forms (**See enclosures A & B**) can be accessed thru: **<https://tinyurl.com/LRPXIIPALARO>**.
- The Learner Rights and Protection Help Desk is composed of the following:

| NAME                      | POSITION        | ACTIVITY          |
|---------------------------|-----------------|-------------------|
| 1. Ismael N. Ngitngit Jr. | Chairman        | Palaro & LCPH     |
| 2. Anna Lizza C. Salvador | Asst. Chairman  | Palaro            |
| 3. Rovi D. Siloterio      | Member          | Palaro            |
| 4. Flordeliz F. Duhilag   | Member          | Palaro            |
| 5. Junrey G. Villa        | Member          | Palaro            |
| 6. Joel T. Fernandez      | Member          | Palaro/NSPC /NFOT |
| 7. Leonardo B. Mission    | Contact Person  | NSPC              |
| 8. Eden Ruth D. Tejada    | Contact Person  | NFOT              |
| 9. SDO LRP Coordinators   | Contact Persons | Learncon PH       |

- All EPS, coaches and chaperones involved in NSPC, NFOT & LearnConPH 2024 should report all LRP cases to the contact persons of the events to be forwarded to the centralized help desk.



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6. Travelling and incidental expenses of the members not covered by the concerned SDOs going to Cebu, supplies and other needed materials shall be charged to the Program Support Funds (PSF) LRPO Regional Office and/or other available Funds subject to the existing budgeting, accounting and auditing rules and regulations.
7. For other clarifications and concerns, contact Ismael N. Ngitngit, Jr. Regional Learner Rights and Protection Focal Person at [ismael.ngitngit001@deped.gov.ph](mailto:ismael.ngitngit001@deped.gov.ph) or 09649304626.
8. Immediate dissemination and compliance of this memorandum is desired.

  
**CARLITO D. ROCAFORT**  
Director IV

*Encl.: As stated*

*Reference: Memorandum from the OUOPS dated February 5, 2024*

*Allotment: LRP PSF, MOOE*

*To be indicated in the Perpetual Index under the following Subjects:*

*LEARNER RIGHTS AND PROTECTION*

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*JTF / ESSD-LRPO/ RM/ ESTABLISHMENT OF LEARNER RIGHTS AND PROTECTION (LRP) HELP DESK DURING PALARONG PAMBANSA 2024, LEARNERS CONVERGENCE, NATIONAL SCHOOL'S PRESS CONFERENCE (NSPC) AND NATIONAL FESTIVAL OF TALENTS (NFOT)/ 112/ June 26, 2024*



**Address:** Regional Center, Brgy. Carpenter Hill, City of Koronadal  
**Telefax No.:** (083) 2288825/ (083) 2281893  
**Website:** [depedroxii.org](http://depedroxii.org)  
**Email:** [region12@deped.gov.ph](mailto:region12@deped.gov.ph)



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**Enclosure A**

**LRP DESK REPORT SHEET**

**2024 Palarong Pambansa**

In compliance with the Data Privacy Act of 2012, the Department of Education through the Regional Learner Rights and Protection Steering Committee and the Local Government of Marikina City assures that all personal data obtained from this form is entered and stored within DepEd's authorized information and communications system and will only be accessed by authorized personnel. Moreover, Section 18 of the DepEd Child Protection Policy ensures that the identity or other information pertaining to the learner/s or individuals involved shall be withheld from the public to protect their privacy.

**Date:** \_\_\_\_\_

**Complaint/Report**

**Query**

**Other LRP Concern**

**Type of Learner Rights and Protection Reported:**

**I. Information of the Concerned Parties**

**A. Learner-Athlete Complainant**

|   |  |                       |  |
|---|--|-----------------------|--|
| <b>Name of Learner-Athlete</b>  |  | <b>Age and Sex</b>    |  |
| <b>Name of School</b>   |  |                       |  |
| <b>Grade Level</b>  |  | <b>Division</b>       |  |
| <b>Name of Coach/Guardian</b>   |  | <b>Contact Number</b> |  |
| <b>Assigned Billeting Quarter</b>                                     |  |                       |  |
| <b>Sports or Activity Participated</b><br>(Palaro/LearnCon/NFOT/NSPC) |  |                       |  |

**B. Learner-Athlete/Person Complained of**

|   |  |                       |  |
|---|--|-----------------------|--|
| <b>Name LA/Person Complained off</b>                                  |  | <b>Age</b>            |  |
| <b>Name of School</b>   |  |                       |  |
| <b>Grade Level</b>  |  | <b>Division</b>       |  |
| <b>Name of Coach/Guardian</b>   |  | <b>Contact Number</b> |  |
| <b>Relationship to the Learner-Athlete</b>                            |  |                       |  |
| <b>Assigned Billeting Quarter</b>                                     |  |                       |  |
| <b>Sports or Activity Participated</b><br>(Palaro/LearnCon/NFOT/NSPC) |  |                       |  |

**C. Reporting Party**

|  |  |
|--|--|
| <b>Name</b>                            |  |
| <b>Relation to the Learner-Athlete</b> |  |



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|   |  |
|---|--|
| <b>Contact Number</b>   |  |
| <b>Assigned Billeting Quarter</b>                                     |  |
| <b>Sports or Activity Participated</b><br>(Palaro/LearnCon/NFOT/NSPC) |  |

**II. Details of the Incident**

*(Kindly include where and when the incident took place)*

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**III. Immediate Actions Taken to Address the Incident**

**A. Learner to Learner**

- Assessment for Medical Assistance
- Psychological First Aid
- Call for Assistance (i.e. Local CSWDO, CPC-LGU)
- Details on the Actions Taken:

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**B. Adult to Learner**

- Assessment for Medical Assistance
- Psychological First Aid
- Call for Assistance (i.e. Local CSWDO, CPC-LGU, PNP/Barangay)
- Details on the Actions Taken:

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**IV. Referral**

- CSWDO
- PNP-WCPD
- BCPC
- Details on the Actions Taken:

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**Action Officer:** \_\_\_\_\_

**Date:** \_\_\_\_\_



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**Enclosure B**

**LRP-DESK ONLINE MONITORING SHEET**

*2024 Palarong Pambansa*

REGION: |

BILLETING QUARTER

PLAYING VENUE

| Date | Place of Incident | LRP Concern(s) |        |        |              |               |             |                |              |                     |              |                     |                |         |
|------|-------------------|----------------|--------|--------|--------------|---------------|-------------|----------------|--------------|---------------------|--------------|---------------------|----------------|---------|
|      |                   | Bullying       |        |        |              |               |             | Child Abuse    |              |                     |              |                     |                |         |
|      |                   | Physical       | Verbal | Social | Gender-based | Cyberbullying | Retaliation | Physical Abuse | Verbal Abuse | Psychological Abuse | Sexual Abuse | Corporal Punishment | Discrimination | Neglect |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
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|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |
|      |                   |                |        |        |              |               |             |                |              |                     |              |                     |                |         |

**Note:** *Bullying is perpetrated by a learner against another learner which may be:*  
**Physical** - unwanted physical contact (punching, shoving, pushing, kicking, slapping, tickling, headlocks, etc)  
**Child Abuse** may be perpetrated by adult against learner or by another learner except corporal punishment and neglect



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| IDENTIFICATION |     |           |              |     |           | Status          |                   |          |                                 |                                     |
|----------------|-----|-----------|--------------|-----|-----------|-----------------|-------------------|----------|---------------------------------|-------------------------------------|
| Victims        |     |           | Perpretrator |     |           | Action(s) Taken | Recommendation(s) | Resolved | Referred to Government Agencies | Referred to Non-Government Agencies |
| Name           | Age | Sex (M/F) | Name         | Age | Sex (M/F) |                 |                   |          |                                 |                                     |
|                |     |           |              |     |           |                 |                   |          |                                 |                                     |
|                |     |           |              |     |           |                 |                   |          |                                 |                                     |
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|                |     |           |              |     |           |                 |                   |          |                                 |                                     |
|                |     |           |              |     |           |                 |                   |          |                                 |                                     |
|                |     |           |              |     |           |                 |                   |          |                                 |                                     |
|                |     |           |              |     |           |                 |                   |          |                                 |                                     |
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|                |     |           |              |     |           |                 |                   |          |                                 |                                     |
|                |     |           |              |     |           |                 |                   |          |                                 |                                     |
|                |     |           |              |     |           |                 |                   |          |                                 |                                     |

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Revised and Conformed by: \_\_\_\_\_  
 (Name and Designation)

Prepared by: \_\_\_\_\_  
 (Name and Designation)

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

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



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