



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

August 9, 2024

OFFICE MEMORANDUM

ESSD-2024- **415**

COORDINATION MEETING ON THE HOSTING OF THE 32ND NATIONAL CHILDREN'S MONTH CELEBRATION

To: Director III
 All Others Concerned

- Pursuant to OM-OUOPS-2024-05-01206 dated February 8, 2024, from Atty. Revsee A. Escobedo, Undersecretary for Operations, regarding the Guidelines on the Utilization of the Program Support Funds for the Regional Operations relative to the Learner Rights and Protection Programs, Projects, and Activities, this Office has been chosen as the host of the 32nd National Children's Month Celebration of the Department of Education this coming November.
- Relative thereto, this Office, through the Education Support Services Division (ESSD) – Special Programs and Projects Section (SPPS), shall conduct a coordination meeting for the preparations of the aforementioned activity with the Learner Rights and Protection Central Office Technical Working Group on August 14-15, 2024 at a venue to be announced in a separate issuance.
- The participants from the Regional Office are as follows:

Dr. Evelyn R. Fetalvero	Regional Director
Dr. Ronelo Al K. Firmo	Assistant Regional Director
Dr. Alejandra B. Lagumbay	ESSD Chief
Eden A. Dadap	Regional LRP Focal Person
Hannah Rose M. Cuaderno	Regional LRP Alternate Focal Person
Teresita G. Suarez	ADAS II, ESSD TWG
Penelope L. Solis	COS, ESSD TWG

- Participants shall be provided with board and lodging funded by OSEC-8-24-0635 dated January 2, 2024, while their travel and other incidental expenses shall be charged against their respective MOOE/Local Fund/ESF subject to the usual government accounting and auditing procedures.
- Accommodations shall be available on Day 0, August 13, 2024 and check-out time shall be during lunch time of Day 2, August 14, 2024. Meal provision shall be as follows:

Day	Breakfast	AM Snacks	Lunch	PM Snacks	Dinner
August 13, Day 0					/
August 14, Day 1	/	/	/	/	/
August 15, Day 2	/	/	/	/	



Address: Government Center, Candahug, Palo, Leyte
 Telephone No.: (053) 832-5738
 Email Address: region8@deped.gov.ph
 Website: region8.deped.gov.ph

6. Immediate dissemination of this Memorandum is desired.


EVELYN R. FETALVERO CESO IV
Regional Director 

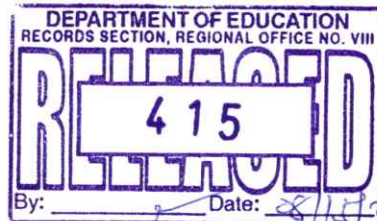
Enclosures: As stated

References: As stated

To be indicated in the Perpetual Index under the following subject:

COORDINATION MEETING LRPO NATIONAL CHILDREN'S MONTH

ESSD-SPPS-HIRMC





Republika ng Pilipinas
Department of Education


OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OM-OUOPS-2024-05-07206

TO : All Regional Directors
All Schools Division Superintendents
All others concerned

FROM : 
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations


ATTY. SUZETTE T. GANNABAN-MEDINA
Officer-in-Charge Director IV
Bureau of Learner Support Services
and Learner Rights and Protection Office

SUBJECT : **GUIDELINES ON UTILIZATION OF THE PROGRAM SUPPORT FUNDS FOR THE REGIONAL OPERATIONS RELATIVE TO THE LEARNER RIGHTS AND PROTECTION PROGRAMS, PROJECTS, AND ACTIVITIES**

DATE : February 8, 2024

In line with the Programs, Projects, and Activities (PPAs) of the Learner Rights and Protection Office (LRPO), the LRPO proposes the downloading of funds to assist the Regional Offices (ROs) in the effective implementation of the proposed Learner Rights and Protection Programs.

As a background, upon the establishment of the LRPO, several PPAs have been conceptualized aimed at strengthening DepEd's advocacy of protecting and empowering our learners. These PPAs are intended to be participated by our counterparts in the RO for further cascading in the Division Offices and the schools.

1. BACKGROUND

The PPAs proposed by the LRPO for implementation would require additional funds, necessitating the use of the RO's Maintenance and Other Operating Expenses (MOOE) for the continuation of employees under contract of service, travel, and other LRP related expenses. The ROs have expressed their concern about the limited funds available as the MOOE has been itemized and has specific allocations. Hence the need for possible support funds as assistance.

2. OBJECTIVE

The purpose of the support funds is to strengthen DepEd’s policy of ensuring that our learners in the Philippines are protected from all forms of abuse, violence, exploitation, discrimination, and bullying in schools, reiterating the Department’s vision of providing a quality and inclusive education where learner rights and protection are respected, protected promoted, and fulfilled.

3. POLICY STATEMENT

This Memorandum serves to enumerate the guidelines for the release, receipt, utilization, monitoring, and reporting of the Program Support Fund (PSF) to be released by the DepEd Central Office to the Regional Offices. The latter shall ensure that the fund utilization is strategically, efficiently, and effectively managed.

4. BUDGET ALLOCATION

The Regional Offices shall be allocated with Program Support Funds amounting to a total of **Forty-Seven Million Five Hundred Eighty-Six Thousand Two Hundred Twenty-Two Pesos (P 47,586,222.00)**. This amount shall be distributed among the Regional Offices following the breakdown below:

Region	Total
I	2,251,387.50
II	2,251,387.50
III	2,251,387.50
IV-A	2,713,387.50
MIMAROPA	2,251,387.50
V	2,714,387.50
VI	2,707,887.50
VII	4,752,887.50
VIII	8,247,409.50
IX	2,246,387.50
X	2,248,387.50
XI	3,099,887.50
XII	2,251,387.50
XIII	2,245,887.50
NCR	2,250,887.50
CAR	3,100,887.50
Total	47,586,222.00

The breakdown of the amount provided per Regional Office is stated in the Budget Estimate.

5. **Fund Utilization**

The Regional Offices in the utilization of the funds allocated shall be guided by the following:

- a. **Transportation Expenses by Venue** – This will be used for the reimbursement of the previous and upcoming PPAs of the LRPO. The amount allocated per Region is based on their location, and was computed in compliance with DepEd Order No. 022, s. 2019, titled “Guidelines on Official Local Travels in the Department of Education”.
- b. **National and Regional Interface Workshop on Learner Rights and Protection Program** – This is to involve our Regional and Selected Schools Divisions Focal Persons in enhancing the implementation of LRPO programs, and review the different activities implemented from January 2023 to May 2024 and June 2024 to December 2024. This program aims to review programs, facilitate accomplishment of results or changes, provide future contingencies, manage optimum utilization of resources, and foster stronger relationship and cohesiveness of the LRPO, ROs, SDOs and identify School Heads through team-building exercises.
- c. **LRP Desk for the Palarong Pambansa** – In line with the conduct of the Palarong Pambansa, the LRPO proposed the creation of the National Learner Rights and Protection Steering Committee (LRP-SC), created under OUOPS Memorandum 2023-07-3976, dated April 13, 2023. The task of National LRP-SC was to receive reports and provide guidance, should it be needed, in providing intervention on the possible incidents of LRP concerns that may transpire during the Palarong Pambansa. The National LRP-SC shall provide assistance to ensure the implementation and strict observance of the DepED Child Protection Policy and other DepEd issuance on learner protection.
- d. **Monitoring and Evaluation of Program Support Funds and Validation of Consolidated Learner Rights and Protection Data** – This Activity will be done to validate the child protection data submitted by the Regional Offices since 2012. The data that will be validated are: 1. Incidents of abuse (all types); 2. Incidents of Child Exploitation; 3. Incidents of Violence (all types); 4. Bullying (Since SY 2013-2014 to SY 2023-2024); 5. Number of Child-At-Risk; 6. Number of Children in Conflict with the Law; and 7. Number of Children affected by armed conflict. The validation will be done by checking the intake sheets in a randomly selected school; the school's reporting form to the SDO; and the consolidated data of the SDO to the RO. Aside from the data collected in schools, the Learner Rights and Protection Office-Learners TeleSafe Contact Center Helpline will also validate the complaints received by the Helpline which are under the Regional Office concerned. This aims to finalize and develop data sets on Child Protection through validation.
- e. **Hiring of Contract of Service for Field Offices by the LRPO** – This is to reiterate the memorandum on “Guidelines on the Hiring of Regional Learner Rights and Protection Focal Persons under Contract of

Service” dated on March 8, 2024. The hiring of COS for the Regional Offices is necessary to significantly improve the implementation of Learner Rights and Protection programs as the current personnel of the ESSDs are handling other heavy programs of the Department which are already in place even before the creation of the LRPO. Moreover, the COS for the Regional Offices will also serve as the regional focal person to closely monitor the following:

- i. Collection of Learner Rights and Protection data;
- ii. Implementation of Learner Rights and Protection activities; and
- iii. Gathering of concerns from the Schools Division Offices.

With the COS handling Learner Rights and Protection matters in the regional level, the LRPO can address crucial Learner Rights and Protection reports immediately and devote more time in the implementation of its programs, which are now made even more urgent by the cash-based budgeting and the implementation of Republic Act No. 11032 or the Ease of Doing Business and Efficient Delivery of Government Services Act.

In addition to the abovementioned, it is imperative to hire a Contract of Service within the identified large Schools Division Office to provide technical assistance in the implementation of programs, projects, and activities of the LRPO. This ensures the effective and efficient delivery of services, particularly in promptly addressing matters pertaining to learner rights and protection.

i. Funds for the Salary of the LRP-COS

The proposal to hire COS for the Regional Offices and Very Large School Division Offices can now be achieved through the increase of the Learner Rights and Protection Program budget under Volume 119, No. 52 of the General Appropriate Act (GAA) of 2024 (“2024 GAA” for brevity). The fund will be downloaded to Regional Offices for the continuation of their COS. Moreover, the fund for Regions IV-A, V, VI, and VII, will download the fund for their identified very large School Division Offices for their hiring.

Governance Level	Work Category	Rate	Premium	Quantity	No. of Months	Total
Regional Offices	Technical Assistant II	35,000.00	3,500.00	16	12	7,392,000.00
School Division Office -(Very Large)	Technical Assistant II	35,000.00	3,500.00	4	12	1,848,000.00
Total						9,240,000.00

ii. Terms of Reference of the LRP-COS

The proposed COS to be hired for the Regional Offices shall have the following terms of reference:

- (1) To provide technical assistance in the area of capacity building, monitoring, research, policy, advocacy, and partnerships;
- (2) To facilitate the implementation of Learner Rights and Protection Programs with the Schools Division Offices under the jurisdiction of his/her Regional Office;
- (3) To facilitate the collection and consolidation of Learner Rights and Protection reports/data from the Schools Division Offices;
- (4) To draft memoranda, indorsements, and other similar communications related to Learner Rights and Protection;
- (5) To coordinate with, and gather information from, the Schools Division Offices relative to Learner Rights and Protection reports/concerns;
- (6) To act as the Regional Focal Person for the close monitoring of Learner Rights and Protection activities and concerns in the Schools Division level;
- (7) To assist the Learner Rights and Protection Office in the dissemination of announcements and other relevant information to the Schools Division Offices; and
- (8) To perform functions as may be assigned by the immediate Supervisor, the Chief of the Education Support Services Division, the Regional Director, the Director of the Learner Rights and Protection Office, and the Undersecretary for Operations.

iii. Qualifications

In relation to the above-mentioned terms of reference, the COS shall have the following qualifications:

- (1) Bachelor's degree related to Learner Rights and Protection, such as Psychology, Social Work, Legal Management, Guidance Counseling, Education or its equivalent;
- (2) At least eight (8) hours of trainings related to Learner Rights and Protection and other trainings relevant to the job;
- (3) At least one (1) year of relevant experience;

- (4) Experience in child rights, particularly Learner Rights and Protection, is a plus;
 - (5) Demonstrated success in planning, organizing, implementing, monitoring and evaluating systems, programs, projects, and activities;
 - (6) Works efficiently and requires minimal supervision;
 - (7) Familiar with various office software like Google Docs, Sheets, and Forms; and
 - (8) Working knowledge on various web conferencing software such as Zoom, Google Meet, and Microsoft Teams, is an advantage.
- f. **Social Behavioral Change (SBC)** – This fund will be used for the development and dissemination of advocacy campaigns and communication activities to raise awareness about learner rights and protection, as well as to possibly inspire and empower our learners and teachers. The computation of this budget is based on the number of schools per Region.
- g. **National LRP Events** – This activity shall be used for the National Children’s Month or National Summit on the Rights of the Child in Education and Learners Convergence Philippines. The Department of Education is mandated to facilitate and encourage adherence to the celebration in all public and private schools nationwide.

Furthermore, the amount to be downloaded to the DepEd Region VIII will be used for conducting the aforementioned activity. The Region VIII will be part of the Technical Working Group alongside the LRPO. Moreover, the budget will be utilized specifically for the following:

- (1) Board and Lodging;
- (2) Venue for the Plenary Session;
- (3) Supplies and Materials;
- (4) Honorarium;
- (5) Van Rental;
- (6) LED Wall;
- (7) Lights and Sounds;
- (8) Gas;
- (9) Cost for Logistics;
- (10) Cost for Preparatory Meeting;

(11) Cost Post Debriefing Activity;

(12) Advocacy Materials; and

(13) Other related expenses.

h. **Orientation of LRP Policies** – The funds allocated for the orientation of the LRP policy and other related policies to be issued will be specifically used for the orientation activities. This allocation ensures that the focal persons who undergo orientation will be well-equipped to effectively carry out their responsibilities as the LRP Focal persons in their respective field offices.

i. **Training of LRP Focals and CPC Members** – To empower the CPCs to perform the following functions as laid out in DepEd order No. 40, s. 2012, to wit:

- (1) Draft a school child protection policy with a code of conduct and a plan to ensure child protection and safety, which shall be reviewed every three (3) years;
- (2) Initiate information dissemination programs and organize activities for the protection of children from abuse, exploitation, violence, discrimination and bullying or peer abuse;
- (3) Develop and implement a school-based referral and monitoring system;
- (4) Establish a system for identifying students who may be suffering from significant harm based on any physical, emotional or behavioral signs;
- (5) Identify, refer and, if appropriate, report to the appropriate offices' cases involving child abuse, exploitation, violence, discrimination and bullying;
- (6) Give assistance to parents or guardians, whenever necessary in securing expert guidance counseling from the appropriate offices or institutions;
- (7) Coordinate closely with Women and Child Protection Desks of the Philippine National Police (PNP), the Local Social Welfare and Development Office (LSWDO), other government agencies, and non-government organizations (NGOs), as may be appropriate;
- (8) Monitor the implementation of positive measures and effective procedures in providing the necessary support for the child and for those who care for the child; and

- (9) Ensure that the children's right to be heard are respected and upheld in all matters and procedures affecting their welfare.

The Allowable Expenses may include such as, but not limited to the following:

- (1) The funds shall be used to cover the travel expenses of the attendees and participants from the region to all related LRPO programs and activities;
- (2) Conceptualization and implementation of intervention plans as well as facilitating referral mechanisms in relation to the reported LRP incidents to the LRPO's Learners TeleSafe Contact Center Helpline (LTCCH);
- (3) Formulation of SBC Materials and its dissemination in the Division Office and the Schools;
- (4) Procurement of T-Shirt for TWG and Participants;
- (5) Printing of DepEd Orders, Forms, and CPC Functionality Assessment Tool;
- (6) Gasoline for DepED vehicle or rental of vehicle;
- (7) Board and Lodging of identified participants, trainers or resource persons and facilitators;
- (8) Supplies and Materials; and
- (9) Professional fees or honorarium of non-DepEd resource persons, subject to the guidelines under Budget Circular Nos. 2017-1 and 2 and National Budget Circular No. 2007-510.

The estimated costs of identified expenses indicated in the approved Budget Estimate may vary. Hence, in the event that the actual market price of an expenses item is higher than the estimated cost, the procurement entity may realign the budget of other expenses items listed in the approved Budget Estimates over the variance.

6. REALIGNMENT OF PROGRAM SUPPORT FUNDS

The realignment of PSF shall be with the approval of the Director of Learner Rights and Protection Office (LRPO), and the Undersecretary for Operations. Further, the following conditions shall be observed for the realignment of the said funds:

- a. The amount that will be realigned must only be the excess of the PSF after the implementation of the above-mentioned programs;

- b. The amount that will be realigned must be used only for programs and activities related to learner rights and protection; and
- c. The request for realignment before the Director of LRPO and the Undersecretary for Operations shall be with the approval of the Regional Director, specifically stating the purpose and the amount that will be realigned.

7. SUBMISSION OF REPORTS

The RO and SDO LRP Focal Persons, shall then submit the approved Activity Report (**attached as Enclosure A**), Utilization Report (**attached as Enclosure B**), including supporting documentation i.e. photos and/or videos, Service Agreement (**attached as Enclosure C**), Accomplishment Report (**attached as Enclosure D**), and Summary of Utilization (**attached as Enclosure E**).

All expenses incurred by the Regional Offices and Schools Division Offices in connection with the operational expenses for the LRP activities are subject to existing budgeting, accounting, and auditing rules and regulations and internal policies of the Department of Education.

The consolidated Reports shall be submitted to the Learner Rights and Protection Office at the end of FY 2024 through email address: lrpo@deped.gov.ph.


For related concerns and clarifications, you may coordinate with Atty. Suzette T. Gannaban-Medina, OIC-Director IV of the Bureau of Learner Support Services and Learner Rights and Protection Office at lrpo@deped.gov.ph

For your guidance and appropriate action.

Thank you very much.

/LRPO/ MKPR

ENCLOSURE A

	Republic of the Philippines Department of Education (Region _____)	Effectivity Date:
	Activity Report	Version no.
	for meetings, seminars, training, workshops, conferences, and other related activities.	Revision No.
		Page no.
		Reference no.

TITLE OF ACTIVITY	DATE/TIME	PLACE/VENUE

DETAILS OF ACTIVITY
<p>I. Overview:</p> <p>II. Objective:</p> <p>III. Highlights of Activities:</p> <p>IV. Outputs of the Activity</p> <p>V. Recommendations / Relevant applications in DepEd</p> <p>VI. Requested Actions (if any):</p> <p>VII. Monitoring and Evaluation (Specific Data)</p>



Republic of the Philippines
Department of Education
 [Region]

Activity Report
 for Meetings, seminars, training, workshop,
 conferences, and other relational activities

Effectivity Date:	
Version no.	
Revision no.	
Page no.	
Reference no.	

Total Number of Participants:

Name	Designation	Name of School	Year/s of service as CPC Member

VIII. Attachments (Check if Applicable)

Available	Photos
Available	PowerPoint Presentations
Available	Brochures / Toolkit
Available	Workshop/Activity Method
Available	Program of Activity
Available	Attendance Sheet
Others (Please Specify)	Kindly attached the acknowledgement Receipt

Prepared by:

Approved by:

LRP Focal Person

Regional Director

ENCLOSURE B



PROGRAM SUPPORT FUNDS FOR THE REGIONAL OPERATIONS RELATIVES TO LEARNER RIGHTS AND PROTECTION

I. Physical and Financial Accomplishments (Use additional sheet if necessary.)

Amount of PSF Received:		Date Received:	SUB-ARO No		
Php _____		_____	_____		
Amount Utilized:		Amount Liquidated:	Date of Liquidation:		
Php _____		Php _____	_____		
Expenses: (Use additional sheet if necessary.)			Remarks:		
Physical Accomplishments			Financial Accomplishments		
Target	Actual	%	Target	Actual	%

Reasons for Under/Over Performance based on the set Target/Objectives (Use additional sheet if necessary.)

II. Issues, challenges, and other concerns (Use additional sheet if necessary.)

Operational Concerns/Issues

Policy-related Concerns/Issues

III. Best Practices, Recommendations, and Ways Forward (Use additional sheet if necessary.)



Republic of the Philippines
 Department of Education
 LEARNER RIGHTS AND PROTECTION OFFICE
 REGION



ENCLOSURES:

The implementing SDO shall attach the following documents:

- Photocopies of receipts
- Photocopies of Attendance Sheets
- Photos of actual conduct of consultation

The undersigned LRP Focal Person and Official certify that the PSF provided to the Schools Division Office of Masbate by the Learner Rights and Protection Office for the Conduct of Training Workshop for the Child Protection Committee on the Identified Concerns During the Psychological First Aid Conducted last April 2023, was utilized in accordance with applicable DepEd issuances and accounting rules and regulations.

Prepared by:

Approved by:

 LRP Division Focal Person

 Schools Division Superintendent



Doc. Ref. Code	DM-OUOPS	Rev	01
Effectivity	03.23.23	Page	13 of 17



ENCLOSURE C

SERVICE AGREEMENT			
FIRST PARTY		SECOND PARTY	
DEPARTMENT OF EDUCATION (DEPED)- REGIONAL OFFICE		Name	
Address:		TIN	
Representative:	(NAME OF REGIONAL DIRECTOR)	Address:	
TERMS AND CONDITIONS			
Office Place of Assignment:	EDUCATION SUPPORT SERVICES DIVISION/ FIELD TECHNICAL ASSISTANCE DIVISION		
Contract Period:	January 1 to June 30, 2024	Comparable Position/Position:	TECHNICAL ASSISTANT II
Basic Salary (as of Jan. 2024):	Php 35,000.00	Premium Pay:	Php 3,500.00
GENERAL PROVISIONS			
1. The FIRST PARTY engages the services of the SECOND PARTY for the term as stated in - Php 35,000.00 - as the premium pay and is expected to pay the balance indicated in the Terms of Reference attached hereto. (Attach "A" which is made an integral part hereof.) If in the end, however, the SECOND PARTY can not perform work satisfactorily, the FIRST PARTY does not have any obligation to continue the service.	9. The SECOND PARTY will perform the service with the highest standards of professional skills, competence, and ability, and will be required to comply with the FIRST PARTY's policies and procedures applicable to the service and positions. The SECOND PARTY shall undergo and maintain the administrative requirements as required by DHR immediately upon receipt of the document. If the job document is the Secretary's failure to sign and execute a job order, that failure shall not terminate the Agreement.		
2. The SECOND PARTY must render work at least five (5) days a week or whenever required to perform work. This is without prejudice to the rights arising from the Civil Service Law, Other Remunerations and Fundings of the Agreement. The SECOND PARTY must successfully complete the Pre-qualify Division (PQD) HIRER included requirement only. Review AR and Data Form Record (DFR) issued by DHS, DHR immediately upon receipt.	10. Nothing in this Agreement shall be construed as a guarantee for a permanent position or re-employment of the SECOND PARTY. (It is understood by SECOND PARTY that he is considered for appointment to vacant clerical positions in the FIRST PARTY's Organization Structure and Staffing Release subject to various Civil Service Laws rules and regulations.)		
3. The FIRST PARTY may, at its discretion, transfer the SECOND PARTY to another office and/or office of assignment or temporarily re-assign the SECOND PARTY to other offices of the organization and may reassign, suspend, reduce, and/or suspend the latter's budget standard and/or grade.	11. During the term of this contract of assignment, the FIRST PARTY will classify the staff holder of the SECOND PARTY and upon the receipt thereof, the FIRST PARTY shall be deemed to be employing the services of the holder of the contract as if he is an employee of the organization and shall be subject to the organization's rules and regulations.		
4. The primary duty of the SECOND PARTY is to be assigned to the various responsibilities and activities including the qualifications and assignments, and those in accordance with the Department Order and other related administrative orders and guidelines.	12. For the duration of this assignment and term period of six (6) months from its expiry or termination, the SECOND PARTY shall be prohibited from being engaged in other employment or private services that may be in conflict or competition with the FIRST PARTY.		
5. There shall be no personal liability or relationship between the Parties arising from or as a result of the performance of this Agreement. The SECOND PARTY shall remain covered by the Civil Service Rules and Regulations, for the purpose of re-employment, for final DHR services rendered by the organization or service. Nevertheless, SHE shall be covered by the SC (EMPLOYEE) act (Law No. 10107) if applicable and other laws, rules and regulations applicable to the contract period and results.	13. The SECOND PARTY may be allowed to receive honoraria, if any, and to be requested by the Secretaries of DHR, if applicable, with DFR subject to compliance with applicable laws, rules and regulations. The SECOND PARTY cannot be held liable for the results of the services of the organization. Notably, the SECOND PARTY is not subject to recall and release of service contracts, unless otherwise stated in the contract that are included or provided in the contract of the FIRST PARTY.		
6. The SECOND PARTY warrants that SHE is of good moral character, and has not been convicted, sanctioned or received any administrative or criminal case and that SHE possesses the qualifications, education, experience, skills, or expertise required to perform the service.	14. The SECOND PARTY shall assist the FIRST PARTY in intellectual property matters including but not limited to, patents, copyrights, trade marks, and other intellectual property rights. The SECOND PARTY will render to the FIRST PARTY any and all documents, information, and data necessary to the FIRST PARTY in connection with the Agreement. The SECOND PARTY consents all documents and data generated by the FIRST PARTY in connection with the Agreement.		
7. The FIRST PARTY may, at its discretion, subject the SECOND PARTY to random drug testing and/or other related tests to ensure DHR fitness for the job assignment. If performed.	15. The provisions of relevant laws, rules and regulations, orders shall form an integral part hereof as contained in this contract. These laws and regulations also apply and interpretive treatment.		
8. The SECOND PARTY shall be entitled to the benefits provided to regular employees comprising a DHR REVIEW and scholarship, production incentives, terminal benefits, Christmas bonus, cash gifts and other similar benefits under RA 7811, DDM, and COA laws, directives, policies, regulations, and related laws to the matter.			
SERVICE FEE, OTHER REMUNERATIONS & FUNDING	NON-DISCLOSURE OF CONFIDENTIAL INFORMATION		
1. The amount of fee for the SECOND PARTY's Service Fee shall be payable in two (2) equal payments. These include economic packages on received in the context of Service support by the SECOND PARTY's and Department AR and DFR and relevant applicable government orders.	All the information received by the SECOND PARTY in connection with the services rendered to the FIRST PARTY, and marked or indicated in any document as proprietary and confidential, shall be disclosed only to the extent necessary to carry out the performance of the contract and shall be held confidential.		
2. The SECOND PARTY's liability for any damages, reparation and other related expenses are limited to the actual and/or proven damages, liability related to the SECOND PARTY's negligence or malfeasance. Appropriate for OVA under the FIRST PARTY's contract. The responsibility for Service Fee is	3. Information is an integral part of the organization's property and shall not be disclosed to the public. However, when such information becomes a part of the component of the DHR, it shall be an official record and shall be subject to transparency and/or disclosure.		

ENCLOSURE D

**ACCOMPLISHMENT REPORT
For the Period of January 1-15, 2024**

Name of Personnel: Name
Division:
Bureau/Office:

Date	Actual Accomplishment/Output
January 2, 2024	
January 3, 2024	
January 4, 2024	
January 5, 2024	
January 8, 2024	
January 9, 2024	
January 10, 2024	
January 11, 2024	
January 12, 2024	
January 15, 2024	

Submitted by:

Approved by:

Name
Position
Date:

Name
Regional Director/Schools Division Superintended
Date:



ENCLOSURE E

Department of Education
 Learner Rights and Protection Office
 Region
 Schools Division Office
 Fund Source
 Fiscal Year
 Date Accomplished

SUMMARY OF PROGRAM SUPPORT FUND

No.	Programs, Projects, and Activities	No. of Physical Target (No. of Attendee-Governance Level)	Fund Allocation	Brief Description	Objective	Date of Implementation (MM-DD-YY)	Obligation	Disbursement	Remaining Fund	STATUS (Accomplished, Ongoing, Rescheduled, Terminated)
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
TOTAL			0				0	0	0	
GOOD PRACTICES										
1										
2										
3										
4										
5										
ISSUES AND CONCERNS										
1										
2										
3										
4										
5										
RECOMMENDATIONS										
1										
2										
3										
4										
5										

Prepared by

Named by

Approved by

Name of RO/SOO/COs
 (Technical Assistant II)

Name of Permanent Focal
 Position

Name
 Regional Director/Schools Division Superintendent



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

Office of the Regional Director

July 31, 2024

ATTY. SUZETTE T. GANNABAN-MEDINA

Officer-in-Charge Director IV
Bureau of Learner Support Services
And Learner Rights and Protection Office

Dear Atty. Medina,

Greetings from DepEd Eastern Visayas!

Pursuant to OM-OUOPS-2024-05-2667 dated April 5, 2024, from Atty. Revsee A. Escobedo, Undersecretary for Operations, regarding the Guidelines on the Release, Use, Reporting, and Evaluation of Program Support Funds (PSF) intended for Learner Rights and Protection Programs, this Region has been honored by your esteemed office to host the 32nd National Children's Month Celebration of the Department of Education this coming November.

In relation to this, the undersigned respectfully invites you and the following individuals to a face-to-face coordination/planning meeting on August 14-15, 2024, for the preparations for the aforementioned event:

Ma-ann Escobedo
Camille Grace Cariaga
Mary Kay Roldan
Eloisa Sadia

Maria Teresa Sano
Roselhen Fortin
Ma. Phoebe Agao

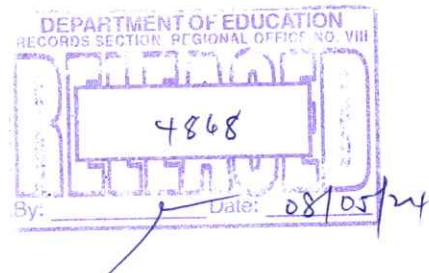
Your attendance and that of your team at the meeting will greatly contribute to the productive and seamless planning of this year's National Children's Month celebration, ensuring the successful implementation of the event.

Should this letter merit your favorable response, please contact Eden A. Dadap, the Regional Learner Rights and Protection Focal Person, at 0912-6063544 for confirmation.

Thank you very much.

Very truly yours,


EVELYN R. FETALVERO, CESO IV
Regional Director



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