



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

June 30, 2025

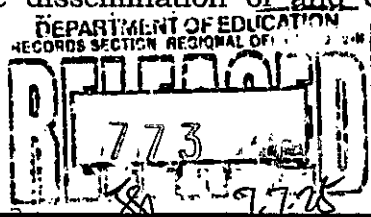
**REGIONAL MEMORANDUM**

No. **773** - s. 2025

**REITERATION ON THE ACCOMPLISHMENT AND SUBMISSION OF THE RESULTS OF THE CHILD PROTECTION COMMITTEE FUNCTIONALITY ASSESSMENT TOOL**

To: Schools Division Superintendents  
 All Others Concerned

- Attached is Memorandum DM-OUOPS-2025-11-02415 from Malcolm S. Garma, Assistant Secretary and Officer-In-Charge, Office of the Undersecretary for Operations, dated April 24, 2025, on the detailed guidelines on the Accomplishment and Submission of the Results of the Child Protection Committee (CPC) Functionality Assessment Tool.
- This Office, through the Education Support Services Division, enjoins all public and private schools to accomplish the CPC Functionality Assessment Tool (Annex B) in line with the opening of the new school year through the Enhanced Basic Education Information System (EBEIS) or by using the Google Sheet form accessible at <https://tinyurl.com/GS-CPCTOOL> and submitted via <https://tinyurl.com/CPCTOOL-RESULTS-2025>.
- Schools Division Offices (SDOs), through their Learner Rights and Protection Focal Persons, shall ensure 100% compliance of all schools under their jurisdiction with the Central Office's instruction on the accomplishment of the CPC Functionality Assessment Tool, and to collect, vet, and compile all accomplished tools in a designated Google Drive folder, which must be submitted to the Regional Office for data consolidation on or before **July 25, 2025**.
- If a virtual orientation on the proper accomplishment of the CPC Functionality Assessment Tool has not yet been conducted, SDOs must hold one on or before **July 18, 2025**.
- All concerned shall read the attached Central Office memorandum and the enclosed CPC Functionality Assessment Tool and Score Summary Sheet, as non-compliance may be considered neglect of duty and may lead to administrative sanctions under existing DepEd and CSC rules.
- Immediate dissemination of and compliance with this Memorandum are desired.



*[Signature]*  
**EVELYN R. FETALVERO, CESO III**  
 Regional Director



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



Enclosures: As stated

References: None

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

ASSESSMENT TOOL  
CPC FUNCTIONALITY  
LRPP

ESSD-SPPS-HRMC