



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

September 15, 2026

REGIONAL MEMORANDUM

No. **1201** s. 2026

**DOWNLOADING AND UTILIZATION OF THE PROGRAM SUPPORT FUNDS (PSF)
TO THE SCHOOLS DIVISION OFFICES FOR LEARNER RIGHTS AND
PROTECTION (LRP)-RELATED PROGRAMS, PROJECTS,
AND ACTIVITIES FY 2026**

To: Schools Division Superintendents
Division Learner Rights and Protection Focal Persons
All Others Concerned

1. Attached is DepEd Memorandum No. DM-OUGOPS-2026-11-00332, signed by Malcolm S. Garma, Undersecretary for Governance and Operations, dated January 26, 2026, titled "Guidelines on the Utilization of the Program Support Fund (PSF) for Regional Operations Relative to the Implementation of Learner Rights and Protection (LRP) Programs, Projects, and Activities under the FY 2026 Current Fund," which provides the policy guidelines for the utilization of PSF in support of LRP initiatives.

2. In reference thereto, this Office hereby downloads the PSF to the Schools Division Offices (SDOs) per Sub-Allotment Release Order No. OSEC-8-26-02074, for the Child Protection Program, with the following purpose and allocation:

a. PSF for Learner Rights and Protection (LRP)-Related Programs, Projects, and Activities (PPAs) and Support Requirements

Schools Division Office	Amount	Schools Division Office	Amount
Baybay City	150,000.00	Maasin City	37,600.00
Biliran	37,600.00	Northern Samar	37,600.00
Borongan City	37,600.00	Ormoc City	210,000.00
Calbayog City	37,600.00	Samar	37,600.00
Catbalogan City	940,000.00	Southern Leyte	37,600.00
Eastern Samar	37,600.00	Tacloban City	37,600.00

Leyte	37,600.00	TOTAL	1,676,000.00
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- b. PSF for the Hiring of Technical Assistant under Contract of Service for 12 months

Schools Division Office	Position	No. of COS to be Hired	Amount
Leyte	Technical Assistant I (TA I)	1	369,600.00

3. The Schools Division Superintendent, through the Division LRP Focal Person, must ensure compliance to the Guidelines and utilization of the PSF. Moreover, the SDOs must submit the following:

- Copy of the Activity Proposal (see attached template)
- Approved Work and Financial Plan (PMIS-generated)
- Narrative/Activity Report (Annex D of DM-OUGOPS-2026-11-00332)
- Utilization Report with the Summary of Utilization (Annexes E and F of DM-OUGOPS-2026-11-00332)
- TA's Monthly Accomplishment Report

4. Completed proposals and other documentary requirements, endorsed by the Schools Division Superintendent, shall be submitted to the Regional Learner Rights and Protection (LRP) Focal Person, Education Support Services Division (ESSD), DepEd Regional Office VIII, through the official regional email region8@deped.gov.ph, cc: learnershelpline.ro8@deped.gov.ph.

5. Immediate dissemination of and strict compliance with this Memorandum are desired.


SALUSTIANO T. JIMENEZ JD, EdD, CESO III
 Regional Director

Enclosures: As stated

References: As stated

To be indicated in the Perpetual Index under the following subject:
 DOWNLOADING OF FUND LRP PPAs



ESSD-SPPS-HRMC



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

ACTIVITY PROPOSAL

ACTIVITY TITLE

Proposed Implementation Date/s

I. RATIONALE

Briefly explain the situation or need in the Division that the activity responds to (e.g., reported cases of bullying, need to strengthen the Child Protection Committee, low awareness of learner rights). Cite relevant policy basis such as the zero-tolerance policy against abuse, violence, exploitation, discrimination, and bullying, and/or DepEd's 5-Point Reform Agenda where applicable.

II. OBJECTIVES

List specific, measurable objectives the activity intends to achieve, stated as short action phrases (e.g., "to capacitate school-based Child Protection Committees on...").

III. GOALS

State the broader, longer-term outcome the activity contributes to (e.g., a reduction in reported abuse/bullying cases, stronger referral systems for learner protection).

IV. TARGET OUTPUTS

Identify the concrete deliverables of the activity (e.g., number of learners/teachers oriented, IEC materials produced, committees organized or reactivated).

V. SUCCESS INDICATORS

State how the Division will know the activity was successful — e.g., attendance/completion rates, pre-/post-assessment results, or number of schools with functional Child Protection Committees after the activity.

VI. SCOPE AND LIMITATIONS

Define who and what the activity covers (e.g., specific schools, grade levels, or personnel) and note any constraints (e.g., limited to identified pilot schools, subject to class schedule availability).

VII. ASSUMPTION AND RISKS

Note conditions assumed to hold true for the activity to push through (e.g., availability of venue, participant release) and possible risks (e.g., conflict with the trimester class schedule, weather disruptions) with corresponding mitigating measures.

VIII. IMPLEMENTATION PLAN AND TIMELINE

Activity	Task	Person Responsible	Date of Activity	Venue	Expected Output

IX. BUDGET

Itemize the requested amount by expense category (e.g., meals and accommodation, supplies, honoraria, transportation, printing), consistent with existing budgeting/procurement guidelines.

- Meals and Accommodation (if applicable):

Meal Schedule (if applicable)

Day	Breakfast	AM Snacks	Lunch	PM Snacks	Dinner
Day 0					
Day 1					

TOTAL

Php

X. PARTICIPANTS/RECIPIENTS

Identify who will take part or benefit from the activity (e.g., specific number and type of personnel, learners, or parents), and from which schools or level.

XI. MATRIX OF ACTIVITIES

Day/Time	Morning	Afternoon
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XII. VENUE (if applicable):

XIII. PHYSICAL TARGETS

State the specific numeric target (e.g., number of schools, personnel, or learners to be reached) that the activity commits to accomplish.

XIV. KEY PERSONS INVOLVED

List the persons who will lead or support the activity and their respective roles (e.g., SDO LRP Focal Person, resource speakers, school heads).

Prepared by:

Printed Name and Signature of SDO LRP Focal Person

SDO LRP Focal Person

Recommending Approval:

Printed Name and Signature of SGOD Chief

SGOD Chief

APPROVED:

Printed Name and Signature of SCHOOLS DIVISION SUPERINTENDENT

Schools Division Superintendent



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM

DM-OUGOPS-2026-4-00332

TO : Regional Directors
Selected Schools Division Superintendents
Regional and Schools Division Learner Rights and
Protection Focal Persons
All Others Concerned

FROM :  **MALCOLM S. GARMA**
Undersecretary
Office of the Undersecretary for Governance and Operations

SUBJECT : **GUIDELINES ON THE UTILIZATION OF THE PROGRAM
SUPPORT FUNDS TO THE REGIONAL OFFICES FOR THE
IMPLEMENTATION OF LEARNER RIGHTS AND
PROTECTION PROGRAMS, PROJECTS, AND ACTIVITIES
UNDER FY 2026**

DATE : January 26, 2026

This has reference to the Learner Rights and Protection Division (LRPD) Program Support Funds for FY 2026, which will be downloaded to the Regional Offices. This memorandum provides guidelines on allowable expenses for programs and activities and provides clarity on the objectives and goals aimed at reinforcing our advocacy against all forms of abuse, violence, bullying, and exploitation in schools.¹

RELEASE OF FUNDS

The funding requirements for the implementation of these guidelines shall be charged against the Fiscal Year (FY) 2026 Child Protection Program Current Funds, as authorized under Republic Act No. 12314.

From the funds herein, the aggregate amount of **Thirty-One Million Nine Hundred Eighty-Seven Thousand Pesos (Php31,987,000.00)** shall be released directly to the Regional Offices (ROs), as reflected in the allocation schedule attached as **Annex "A."** In addition, an amount of **Thirty-Eight Million Five Hundred Eighty Nine Thousand Seven Hundred Fifty Pesos (Php38,589,750.00)** shall be downloaded to the ROs as additional Program Support Funds (PSF), as detailed in the allocation schedule attached as **Annex "B."**

¹ DepEd Order No. 40, s. 2012

With the issuance of National Budget Circular (NBC) No. 599 (Guidelines on the Release of Funds for FY 2026), the amounts corresponding to each RO as indicated in Annex "A" are deemed released and are available for utilization. Conversely, the amounts reflected in Annex "B" shall be released through the issuance of Sub-Allotment Release Orders (Sub AROs) by the Central Office (CO) to the respective ROs.

Thereafter, the ROs may, as may be applicable and necessary, issue corresponding Sub-AROs to the concerned Schools Division Offices (SDOs), which may, in turn, further download the funds to the designated implementing unit schools.

In line with this, all allocations issued through Direct Release and Downloaded PSF shall be prepared by Work and Financial Plan (WFP) to ensure proper planning, and alignment of funds with the intended programs, projects and activities.

Relatedly, the programs under the PSF, for both direct release and additional PSF, are as follows:

I. Renewal of Learner Rights and Protection Personnel under Contract of Service (COS) assigned for the Regional Helplines

The renewal of Contract of Service (COS) in the Regional Office (RO) is intended to ensure timely action and monitoring of appropriate intervention/s for reported LRP incidents received through the Regional Helplines and those endorsed by the LRPD's Learners TeleSafe Contact Center Helpline (LTCCH). Furthermore, in line with, Item 19, Enclosure to DepEd Order No. 03, s. 2021, otherwise known as the "Creation of the Child Protection Unit and the Child Rights in Education Desk in the Department of Education (now Learner Rights and Protection Division)," LRPD may engage the services of consultants and technical assistants on a contractual basis or under other arrangements in accordance with applicable laws and regulations.

Additionally, renewal of COS personnel will support plantilla personnel in the field, ensuring continuity of programs and projects for effective implementation at the ROs, SDOs, and school levels – ultimately benefiting more learners and school personnel.

However, only COS personnel with valid contracts until December 31, 2025 shall be eligible for renewal. In line with the transitory provisions of JC No. 1, s. 2025, no increase in the number of COS personnel is allowed.

The duration of renewed contracts shall be:

- Twelve (12) months (01 January- 31 December 2026) – for COS who rendered at least (3) months of continuous service; or
- Six months (6) months (01 January- 30 June 2026) – for those who rendered less than three (3) months of continuous service

The salary rates shall follow **Order OO-OSEC-2024-306**, titled "*Amendments to Office Order OO-OSEC-2023-023 or Updated Implementing Guidelines on the Hiring and Renewal of Contract of Service Workers in the Department of Education Central Office*", effective 01 January 2026.

The approved compensation rate for Technical Assistant II (TA II) is as follows:

Region	No. of COS	Work Category	Rate	Premium	No. of Months	Amount per Region	Total
All Regions	17	Technical Assistant II	38,000.00	3,800.00	12	501,600.00	8,527,200.00

Moreover, part of the funds for release is allocated for the proposed change of work category of Contract of Service (COS) personnel currently designated as Administrative Support II (AS II) to Technical Assistant I (TA I), who are assigned to **selected Regional Offices (ROs) and Schools Division Offices (SDOs)**. The selection of ROs and SDOs shall be based on identified workload demands, and their operational role in the execution of the program, as determined and endorsed by the concerned offices in accordance with existing guidelines and budgetary provisions.

However, pursuant to the Joint Unnumbered Memorandum issued by the Strategic Management and Finance strands of the DepEd Central Office, entitled “FY 2026 Plan and Budget Execution Instructions and Timelines for the Central Office (CO),” it is provided under Section II.4(d) that:

“Xxx requests for Change of Work Category (CWC) are considered as new hire and shall follow procedures in the request for new hire, as provided in Office Order OO-OSEC-2023-023. Such requests and proposing additional funding for the same shall be on moratorium until further notice. Xxx”

In view of the foregoing, the processing and implementation of any proposed Change of Work Category for COS personnel assigned to the selected ROs and SDOs shall be **deferred until the lifting of the moratorium** and upon the issuance of the **revised COS guidelines**, consistent with existing policies and budget execution instructions.

Region	Division	No. of COS	Work Category	Rate	Premium	No. of Months	Amount per SDO	Total
CALABARZON	Quezon	1	Currently Administrative Support II (AS II) and subject for change work category to Technical Assistant I (TA I)	28,000.00	2,800.00	12	369,600.00	1,478,400.00
	Regional Office	1		28,000.00	2,800.00	12	369,600.00	
	Rizal	1		28,000.00	2,800.00	12	369,600.00	
	Cavite	1		28,000.00	2,800.00	12	369,600.00	
Region V	Camarines Sur	1		28,000.00	2,800.00	12	369,600.00	1,108,800.00
	Sorsogon	1		28,000.00	2,800.00	12	369,600.00	
	Albay	1		28,000.00	2,800.00	12	369,600.00	
Region VI	Iloilo	1		28,000.00	2,800.00	12	369,600.00	1,108,800.00
NIR	Negros Occidental	1		28,000.00	2,800.00	12	369,600.00	
	Bacolod City	1		28,000.00	2,800.00	12	369,600.00	
	Cebu	1		28,000.00	2,800.00	12	369,600.00	

Region VII	Cebu City	1		28,000.00	2,800.00	12	369,600.00	1,108,800.00
	Lapu-Lapu City	1		28,000.00	2,800.00	12	369,600.00	
NCR	Regional Office	1		28,000.00	2,800.00	12	369,600.00	1,478,400.00
	Quezon City	1		28,000.00	2,800.00	12	369,600.00	
	Manila	1		28,000.00	2,800.00	12	369,600.00	
	Caloocan City	1		28,000.00	2,800.00	12	369,600.00	

The COS to be renewed in the ROs as Technical Assistant II (TA II) shall have the following duties and responsibilities:

- A. To focus on the handling of reported LRP incidents in the Regional Helpline and those reported through the LRPD-LTCCH, and assist, as may be needed;
- B. To provide technical assistance to the Child Protection Committees (CPCs) in the collection and consolidation of LRP reports/data from schools;
- C. To ensure proper referral of Learner Rights and Protection (LRP) cases;
- D. To assist the Project Development Officer II (PDO II) in the implementation of Learner Rights and Protection Programs of their respective Regional Offices and/or School Division Office;
- E. To assist the conduct of virtual meetings relative to the Learner Rights and Protection (LRP) concerns;
- F. Draft memoranda, indorsements, and other similar communication related to Learner Rights and Protection;
- G. To coordinate with, and gather information from the Central Office, Regional Office and Schools Division Office relative to Learner Rights and Protection reports/concerns;
- H. To act as the Regional/Division Focal Person for monitoring of Learner Rights and Protection activities and concerns at the Region/ Schools Division and school level;
- I. To lead in coordination, budget management, tracking expenses and monitoring of program support funds.
- J. To lead in the dissemination of announcements and other relevant information to the Schools Division Offices and ensuring that the same will be cascaded to the school level;
- K. To actively participate in the conduct of advocacy-related activities and to represent the RO in the regional inter-agency councils; and
- L. To perform other functions as may be assigned by the Project Development Officer II and Head of the Office related to Learner Rights and Protection concern.

The COS to be renewed in the ROs and SDOs as Administrative Support (AS II) shall have the following duties and responsibilities:

- A. To assist in the implementation of LRP Programs under the jurisdiction of their respective Regional Offices;

- B. To assist the Child Protection Committees (CPCs) in the collection and consolidation of LRP reports/data from schools;
- C. To coordinate with, and gather information from the Schools Division Offices relative to LRP reports/concerns;
- D. To act as the Regional/Division Focal Person for the close monitoring of LRP activities and concerns at the Region/ Schools Division level;
- E. To assist the Learner Rights and Protection Division in the dissemination of announcements and other relevant information to the Schools Division Offices and Schools; and
- F. To perform other functions as may be assigned by the Project Development Officer II and Head of the Office related to Learner Rights and Protection concern.

The COS to be subject for change work category in the Ros and SDOs from Administrative Support (AS II) to Technical Assistant I (TA I) shall have the following duties and responsibilities:

- A. To assist in the handling of reported LRP incidents in the Regional Helpline and those reported through the LRPD-LTCCH, and assist, as may be needed;
- B. To provide technical assistance to the Child Protection Committees (CPCs) in the collection and consolidation of LRP reports/data from schools;
- C. To ensure proper referral of Learner Rights and Protection (LRP) cases;
- D. To assist in the implementation of Learner Rights and Protection Programs of their respective Regional/ Division Offices;
- E. Draft memoranda, indorsements, and other similar communication related to Learner Rights and Protection;
- F. To assist the conduct of virtual meetings relative to the Learner Rights and Protection (LRP) concerns;
- G. To coordinate with, and gather information from the Central Office, Regional Office and Schools Division Office relative to Learner Rights and Protection reports/concerns;
- H. To act as the Regional/ Division Focal Person for monitoring of Learner Rights and Protection activities and concerns at the Region/ Schools Division and school level;
- I. To assist in coordination, budget management, tracking expenses and monitoring of program support funds.
- J. To assist the Learner Rights and Protection Division in the dissemination of announcements and other relevant information to the RO and SDO and ensuring that the same will be cascaded to the school level; and
- K. To perform other functions as may be assigned by the Project Development Officer II and Head of the Office related to Learner Rights and Protection concern.

In relation to the above-mentioned terms of reference, the Technical Assistant II (TA II) RO-COS shall have the following qualifications:

- A. Bachelor's Degree related to Learner Rights and Protection, such as but not limited to Psychology, Social Work, Legal Management, Guidance Counseling, Education, or equivalent 4 years course;
- B. At least one (1) year of relevant experience;
- C. Experience in child rights, particularly Learner Rights and Protection, is a plus;
- D. Demonstrated success in planning, organizing, implementing, monitoring, and evaluating systems, programs, projects, and activities;
- E. Works efficiently and requires minimal supervision;
- F. Familiarity with various office software like Google Docs, Sheets, and Forms; and
- G. Working knowledge on various web conferencing software such as Zoom, Google Meet, and Microsoft Teams, is an advantage.

In relation to the above-mentioned terms of reference, the Administrative Support II (AS II) RO/SDO-COS shall have the following qualifications:

- A. Completion of at least two years in college; or Senior High School graduate with relevant specialization;
- B. At least eight (8) hours of trainings related to Learner Rights and Protection and other trainings relevant to the job;
- C. At least one (1) year of relevant experience;
- D. Experience in child rights, particularly Learner Rights and Protection, is a plus;
- E. Knowledgeable written and oral communication skills;
- F. Works efficiently and requires minimal supervision;
- G. Familiar with various office software like Google Docs, Sheets, and Forms; and
- H. Working knowledge on various web conferencing software such as Zoom, Google Meet, and Microsoft Teams, is an advantage.

In relation to the above-mentioned terms of reference subject for change work category, the Technical Assistant I (TA I) RO/SDO-COS shall have the following qualifications:

- A. Bachelor's Degree related to LRP, preferably Legal Management, Political Science, Guidance Counseling, Psychology, Social Work, Communication, Education, or equivalent 4-year course;
- B. Training is not required, but training relevant to Learner Rights and Protection is an advantage;
- C. Experience: None required;
- D. Eligibility: None required;
- E. Good written and oral communication skills;
- F. Works efficiently and requires minimal supervision;
- G. Demonstrated ability to handle sensitive cases involving children;
- H. Familiarity with various office software, i.e., Google Docs, Sheets, and Forms; and
- I. Knowledge of various web conferencing software, i.e., Zoom, Google Meet, and Microsoft Teams, is an advantage.

II. Support to the Regional Learner Rights and Protection Desk (LRP-Desk) for the Palarong Pambansa, NFOT, and NSPC

During the 2023 *Palarong Pambansa*, LRPD led the establishment of the Learner Rights and Protection (LRP) Desk, encouraging all regional offices to set-up and organize their own LRP Desk stationed in all billeting quarters and to be assigned at the playing venues. The assigned LRP Desk Officers are mandated to ensure the conduct of orientation on the safeguarding protocols to be observed by the trainers, coaches, teaching and non-teaching personnel, chaperones, and our learner-athletes and participants, and their implementation during the entire duration of the national event. Moreover, the LRP-Desk serves as a coordination and reporting hub, ensuring immediate response to queries on LRP concerns and the provision of intervention/s as may be needed, making use of the 5Rs (recognize, respond, report, record, and refer). Further strengthening DepEd's zero-tolerance against all forms of abuse, exploitation, discrimination, and bullying.

Region	Output	Beneficiaries /Target Participants	No. of Narrative Reports submitted by the Regional Learner Rights and Protection Desk (LRP-Desk) for Palarong Pambansa, NFOT, and NSPC	No. of Deployed Regional Learner Rights and Protection Desk (LRP-Desk) for Palarong Pambansa, NFOT, and NSPC	Target Implementation
All Region	- Narrative Reports submitted by the Regional Learner Rights and Protection Desk (LRP-Desk) for Palarong Pambansa, NFOT, and NSPC - Deployed Regional Learner Rights and Protection Desk (LRP-Desk) for Palarong Pambansa, NFOT, and NSPC	LRPD Focal and DepEd personnel deployed as LRP Desk Officers, learner athletes, and learner-participants	51	51	May 2026

III. Regional Celebration of the National Children's Month

Pursuant to Republic Act (RA) No. 10661², DepEd is mandated to lead the commemoration of the Philippines' adoption of the United Nations Convention on the Rights of the Child (UNCRC). Section 4 thereof instructs DepEd to facilitate and encourage the celebration of the National Children's Month (NCM) in all schools, public and private, nationwide.

The Program aims to celebrate and promote learners' rights to education, presenting some of the programs and projects implemented by the LRPD highlighting its impact on our learners and different governance levels, including the programs to be implemented in the years to follow.

Relatedly, the fund to be downloaded shall be used exclusively in the conduct of its activities that shall aim to empower, strengthen, and enhance the protection of our learners against violence and all forms of abuse. The expenses shall cover the cost needed to ensure the implementation of the NCM in all Regions. Further, the implementation of a culminating program will be hosted by Region XI while the NCM Kick-off program will be held at CALABARZON Region.

Region	Output	Beneficiaries /Target Participants	No. of Region conducting National Children's Month	Target Implementation
All Regions	Prepared reports on the conduct of National Children's Month Celebration by the Regions	Learners, LRP Focal Personnel, Educators, Parents and Stakeholders	17	November 2026

Host Region	Output	Beneficiaries /Target Participants	No. of Region conducting National Children's Month Culminating Program	Target Implementation
Region XI	Prepared reports on	Learners, LRP Focal	1	November 2026

² Republic Act (RA) No. 10661, "An Act Declaring the Month of November of Every Year as the National Children's Month"

	the conduct of National Children's Month Celebration by the Regions	Personnel, Educators, Parents and Stakeholders		
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IV. Regional Learner Rights and Protection (LRP) on Wheels

The Learner Rights and Protection (LRP) on Wheels Program is a nationwide awareness campaign that delivers learner protection services to schools, to promote awareness on the rights and protection of learners through a motorcade, a mascot, and the distribution of advocacy materials. The campaign will include discussions on bullying, Anti-OSAEC, Anti-CSAEM, and reporting of abuse in the form of half-day sessions. Additionally, this activity emphasizes the duties and responsibilities of each governance level especially the learners, and offers accessible psychosocial support. For this year, the LRPD has partnered with the BLSS Mental Health Team to develop a program on empathy development and the importance of kindness to combat violence in schools.

The Program includes a discussion on case management protocols in handling all forms of learner rights and protection concerns in the school.

Region	Output	Beneficiaries /Target Participants	No. of narrative reports on the Regional Learner Rights and (LRP on Wheels) prepared	Target Implementation
All Regions	Prepared narrative reports on the Regional Learner Rights and (LRP) on Wheels	Learners and the School Community	17	June 2026

V. Regional Learner Rights and Protection Specialization Course

The Learner Rights and Protection Specialization Course which started in 2018, is a program aimed at equipping our DepEd teaching and non-teaching personnel with knowledge and skills to effectively address learner rights and

protection concerns and strengthen our preventive and responsive approaches.

The Course consists of learner rights and protection policies discussed by trained Child Protection Specialists and usually assisted by CSO partners to highlight other stakeholders' lens in addressing child protection concerns.

At the end of the Course, our participants are expected to propose programs through the submission of a re-entry action plan addressing the prevailing learning protection concerns in their respective regions and divisions and undergo a post-test examination covering the discussion topics prior to receiving certification as LRP Specialists.

Region	Output	Beneficiaries /Target Participants	No. of trained personnel who scored 80% and above during the Learner Rights and Protection Specialization course	Target Implementation
I	Trained Personnel on Learner Rights and Protection Specialization Course to handle LRP concerns in their respective division and school level	LRP Division Focal, School Heads, RGC/Teacher Designate and CPC Members	60 pax/ Per Region	June- November 2026
V				
VI				
IX				
X				
XIII				

VI. National Safer Internet Day Philippines 2026 Celebration

In compliance with Presidential Proclamation No. 417 "Declaring the Second Tuesday of February of Every Year as Safer Internet Day for Children [in the] Philippines," and in line with the promulgation of the Implementing Rules and Regulation (IRR) of Republic Act No. 11930, entitled "An Act punishing Online Sexual Abuse or Exploitation of Children, Penalizing the Production, Distribution, Possession, and Access of Child Sexual Abuse or Exploitation Materials (CSAEM)," the Learner Rights and Protection Division (LRPD) and in partnership with the Stairway Foundation Inc. (SFI) aims to increase awareness against Online Sexual Abuse and Exploitation of Children (OSAEC)- Child Sexual Abuse and Exploitation Materials (CSAEM) and cyberbullying in schools through the conduct of a classroom-based learning session.

To increase awareness of the anti- OSAEC-CSAEM policy in schools through the conduct of a classroom-based learning session and strengthen the initiatives in combating in schools and its integration in appropriate subject areas of its core messages at the elementary and secondary levels.

Region	Output	Beneficiaries /Target Participants	No. of learners and personnel on the Safer Internet Day Philippines 2026 oriented	Target Implementation
NIR	Oriented learners and personnel on the Safer Internet Day Philippines 2026	School heads, teachers, learners, parents	120	February 2026

VII. National and Regional Interface Workshop on Learner Rights and Protection Program

The Learner Rights and Protection Division (LRPD) proposes to conduct its annual interfacing workshop between LRPD Central Office and Regional and School Division LRP focal personnel, reaffirming our shared commitment on strengthening the implementation of programs, projects, and activities (PPAs) aligned with the Department of Education's 5-Point Reform Agenda. This initiative promotes learners' well-being and supports DepEd's zero-tolerance policy against abuse, exploitation, violence, discrimination, bullying, and other harmful acts committed against learners.

Additionally, the activity seeks to assess and discuss the overall implementation of the Regional PPAs based on committed outputs and to address any issues or concerns encountered during implementation. It also aims to conduct an advocacy campaign to raise awareness on the following learner rights and protection policies with the goal of inspiring and empowering both learners and teachers in identified Last Mile Schools in the Region:

- Revised Anti-Bullying Policy;
- Anti-Online Sexual Abuse or Exploitation Child Sexual Abuse of Children (OSAEC), and Anti- Sexual Abuse or Exploitation Materials (CSAEM); and
- Safe Spaces Act (SSA).

Host Region	Output	Beneficiaries /Target Participants	No. of validated and documented program reports by the Regional Offices	No. of Activity Report on the conduct of last-mile school advocacy campaign prepared	Target Implementation
Region VII	-Validated and documented program reports by the Regional Offices -Prepared Activity Report on the conduct of last-mile school advocacy campaign	Identified School, Selected Region VII SDOs, ROs, and LRPD	17	1	December 2026

VIII. Production and Dissemination of Social and Behavior Change Communication (SBCC) Materials

The program is intended to develop advocacy materials to combat threats to learners, with the aim of influencing the attitudes, beliefs, and behaviors of learners, teaching and non-teaching personnel, parents, and stakeholders.

The funds to be downloaded to the Regional Offices shall be exclusively used for the production and dissemination of the SBCC materials, and the technical specifications and designs shall be pre-approved by the Public Affairs Service prior to the downloading of funds.

Region	Output	Beneficiaries /Target Participants	No. of the SBCC Materials Produced and Disseminated	Target Implementation
All Regions	Produced and Disseminated the Social and Behavior Change Communication	Schools, learners, and all stakeholders	1,700 per Region	September 2026

	(SBCC) Materials			
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IX. Strengthening Collaboration of Parents and Teachers on Learner Protection

The proposed program is based on DepEd Order No. 18, s. 2022, also known as the “Omnibus Guidelines on the Regulation of Operations of Parent-Teacher Associations.” It highlights the crucial role of the Parent-Teacher Association (PTA) in developing and implementing programs that serve the best interests of learners.

Moreover, under Republic Act No. 11908³, the Parent Effectiveness Service (PES) Program is primarily to assist all parents and parent substitutes in strengthening their knowledge and skills in responding to their parental duties and responsibilities, protect and promote learner rights, foster positive early childhood development, and advance their educational progress.⁴

It is proposed that at least 50 participants will be trained per region in the various LRP policies, and an overview of the Parent Effectiveness Service Module, particularly discussing Module 3 titled “My Role as a Parent,” and Module 8 titled “Home Management.” The aim is to emphasize the co-equal role of parents and the school personnel in honing our learners to be rights respecters and advocates.

Region	Output	Beneficiaries /Target Participants	No. of parents and teachers on the Strengthening Collaboration of Parents and Teachers on Learner Protection	Target Implementation
CAR	Oriented parents and teachers on the Strengthening Collaboration of Parents and Teachers on Learner Protection	Learners, parents and the School Community	50 per Region	May- November 2026
II				
III				
IV-A				
IV-B				

³ Republic Act No. 11908 or the “An Act Mandating the Establishment and Implementation of the Parent Effectiveness Service Program to Strengthen Parental Involvement in their Children’s Development and Learning and Appropriating Funds Therefor,”

⁴ Section 5, *Ibid.*

VI				
NCR				

X. Downloading of Additional PSF to the Selected Regional Office for the Implementation of Learner Protection Programs in School Level

The funds were allocated in response to the proposed program by the Regional Offices and their Schools Division Offices in line with the functions and mandates of the LRPD. Specifically, these programs aim to strengthen our advocacies at the school level. Accordingly, the LRPD will be downloading funds directly to the ROs, with discretion on the allocation of funds in support of the proposed programs submitted by the RO or their respective Division Offices. The list of proposed programs for allocation is enclosed as **Annex C**, for reference.

XI. Operational Expense

In support of the numerous activities aimed at training and capacitating our personnel in the field offices, the allocation for operational expenses is necessary to support the operationalization of the LRPD's PPAs. The downloaded funds shall be utilized to cover eligible expenses directly related to the implementation of LRP-related activities.

These include transportation and travel expenses, overtime pay, which shall not exceed the equivalent of 20% of the basic salary of the Regional and Division Focal for the activities related to LRP matters, as well as other eligible expenses enumerated below pursuant to LRPD's mandates and the effective implementation of its PPAs, thereby achieving our overall goal of strengthening DepEd's advocacy for promoting a safe and positive learning environment.

In addition, for the Negros Island Region (NIR), the allocation for operational expenses maybe used to cover the salaries of Contract of Service (COS) personnel assigned to School Division Offices, specifically SDO Bacolod City and SDO Negros Occidental, consistent with the approved PSF utilization guidelines and subject to existing budgeting, accounting, and auditing rules and regulations.

UTILIZATION OF DIRECT RELEASE FUNDS AND DOWNLOADED PROGRAM SUPPORT FUNDS (PSF)

A. Eligible Expenses

The following eligible expenses may be charged against the downloaded funds:

- a) Payment of remuneration of personnel engaged under Contract of Service (COS);
- b) Travel Expenses for all LRP-related programs and activities;

- c) Supplies and Materials;
- d) Printing and Distribution of advocacy materials;
- e) Rental of Equipment and Services;
- f) Venue with board and lodging of identified participants, trainers, or resource persons and facilitators;
- g) 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; and
- h) Payment of other expenses, whether direct or incidental, that are necessary, reasonable, and related to the effective implementation of the programs herein.

- B. Any excess amount or resulting balance may be utilized for expenses related to the implementation of the Child Protection Program, subject to existing budgeting, accounting, auditing, and procurement laws, rules, and regulations. For this purpose, "related expenses" shall refer to those that contribute to a common particular outcome aligned with the objective of this issuance, specifically involving operational requirements or support services essential to program delivery. These may include the procurement of semi-expandable items, i.e., goods with a unit cost below the capitalization threshold, conduct of workshops and capacity-building activities, travel expenses, and other day-to-day operational needs directly supporting the program implementation.

Further, the procuring entity may adjust or modify the budget of other expense items listed in the approved Budget Estimates, should the actual market price of an expense item exceed the estimated cost.

MONITORING, REPORTING AND EVALUATION

Additionally, as a means of verification (MOV) that the program has been implemented, the RO and SDO shall submit a Narrative/Activity Report, a copy/template of which is attached as **Annex D**, for reference. The report shall include supporting documents, i.e., photos and/or videos, the Utilization Report (**attached as Annex E**), Summary of Utilization (**attached as Annex F**) and Service Agreement (**attached as Annex G**).

As part of the evaluation process, the submitted Narrative/Activity Report and supporting documents shall be reviewed and assessed by the concerned office to determine consistency with approved program objectives, timelines, and budget utilization. The evaluation may include document validation, utilization analysis, verification through the Program Management Information System (PMIS), and, when necessary, coordination for clarification. Moreover, the Office also conducts annual Program Implementation Review (PIR) which serve as primary validation mechanism, where in RO and SDO present their accomplishments for the fiscal year. Feedback and findings from the evaluation shall serve as the basis for assessing program effectiveness, identifying best practices, and recommending improvements for future implementation.

Furthermore, the RO and SDO are required to utilize the Program Management Information System (PMIS) through this link; <https://pmis.deped.gov.ph/> to report their accomplishments. The use of PMIS enables real-time monitoring of program outputs and financial performance, thereby strengthening transparency and facilitating timely assessment of program implementation.

Additionally, the Narrative/Activity Report must be submitted within two weeks after completing the program and sent to lrpo@deped.gov.ph (cc: blss.od@deped.gov.ph).

For further assistance and clarification, you may contact the BLSS-LRPD through email at lrpo@deped.gov.ph or landline (02) 8638-1782.

For strict compliance.

ANNEX A

**FY 2026 Direct Release
Child Protection Program
Regional Learner Rights and Protection Funds**

Region	Hiring of Learner Rights and Protection Personnel under Contract of Service assigned for the Regional Helplines	Conduct of Regional Learner Rights and Protection Desk (LRP-Desk) for the Palarong Pambansa, NFOT, and NSPC	Regional National Children's Month Celebrations	Regional Learner Rights and Protection on Wheels (LRP on Wheels)	Regional Learner Rights and Protection Specialization Course	National Safer Internet Day Philippines 2026 Celebration	National and Regional Interface Workshop on Learner Rights and Protection Program	Regional Operational Expense	TOTAL
I	501,600.00	180,400.00	80,000.00	80,000.00	600,000.00			90,000.00	1,532,000.00
II	501,600.00	180,400.00	80,000.00	80,000.00				90,000.00	932,000.00
III	501,600.00	180,400.00	80,000.00	80,000.00				90,000.00	932,000.00
4-A	1,980,000.00	180,000.00	580,000.00	80,000.00				90,000.00	2,910,000.00
4-B	501,600.00	194,400.00	80,000.00	80,000.00				90,000.00	946,000.00
V	1,610,400.00	243,600.00	80,000.00	80,000.00	600,000.00			90,000.00	2,704,000.00
VI	1,610,400.00	209,600.00	80,000.00	80,000.00	600,000.00			90,000.00	2,670,000.00
VII	1,610,400.00	223,600.00	80,000.00	80,000.00			850,000.00	90,000.00	2,934,000.00
VIII	501,600.00	236,400.00	80,000.00	80,000.00				90,000.00	988,000.00
IX	501,600.00	97,400.00	80,000.00	80,000.00	600,000.00			90,000.00	1,449,000.00
X	501,600.00	97,400.00	80,000.00	80,000.00	600,000.00			90,000.00	1,449,000.00
XI	501,600.00	97,400.00	4,080,000.00	80,000.00				90,000.00	4,849,000.00
XII	501,600.00	97,400.00	80,000.00	80,000.00				90,000.00	849,000.00
XIII	501,600.00	976,400.00	80,000.00	80,000.00	600,000.00			90,000.00	2,328,000.00
NCR	1,980,000.00	167,000.00	80,000.00	80,000.00				90,000.00	2,397,000.00
CAR	501,600.00	180,400.00	80,000.00	80,000.00				90,000.00	932,000.00
NIR	501,600.00	208,200.00	80,000.00	80,000.00		226,200.00		90,000.00	1,186,000.00
TOTAL	14,810,400.00	3,750,400.00	5,860,000.00	1,360,000.00	3,600,000.00	226,200.00	850,000.00	1,530,000.00	31,987,000.00

ANNEX B

**FY 2026 PSF Downloaded Funds
Child Protection Program
Regional Learner Rights and Protection Funds**

Region	Regional Operational Expense	Production and Dissemination of Social and Behavior Change Communication (SBCC) Materials	Strengthening Collaboration of Parents and Teachers on Learner Protection	Downloading of Additional PSF to the Selected Regional Office for the Implementation of Learner Protection Programs in the School Level	TOTAL
I	969,600.00	663,000.00		750,000.00	2,382,600.00
II	789,600.00	663,000.00	427,650.00	500,000.00	2,380,250.00
III	1,299,600.00	663,000.00	427,650.00		2,390,250.00
4-A	960,000.00	663,000.00	427,650.00	1,000,000.00	3,050,650.00
4-B	789,600.00	663,000.00	427,650.00	1,000,000.00	2,880,250.00
V	510,000.00	663,000.00	427,650.00	1,500,000.00	3,100,650.00
VI	289,600.00	663,000.00		750,000.00	1,702,600.00
VII	510,000.00	663,000.00		600,000.00	1,773,000.00
VIII	879,600.00	663,000.00		1,300,000.00	2,842,600.00
IX	789,600.00	663,000.00			1,452,600.00
X	789,600.00	663,000.00			1,452,600.00
XI	819,600.00	663,000.00		1,000,000.00	2,482,600.00
XII	969,600.00	663,000.00			1,632,600.00
XIII	879,600.00	663,000.00		800,000.00	2,342,600.00
NCR	660,000.00	663,000.00	427,650.00	1,000,000.00	2,750,650.00
CAR	789,600.00	663,000.00	427,650.00		1,880,250.00
NIR	1,430,000.00	663,000.00			2,093,000.00
TOTAL	14,125,200.00	11,271,000.00	2,993,550.00	10,200,000.00	38,589,750.00

ANNEX C

Regional Office/ School Division Office	Proposed Program
Region I	"No Learner Left Unsafe: Equal Care, Equal Protection" for Learners with Disabilities PROTECT ED: Education for safety, well-being
Region II	Monitoring and Technical Assistance to Schools on CPC Functionality
	School Division Office of Isabela
	Child Protection Committee (CPC) Functionality Training
	Child Congress / Leadership Training
	School Division Office of Iligan
	Writeshop on Crafting Learner Rights and Protection Manual Cum Orientation
	School Division Office of Nueva Viscaya
	Project BRAVE: Building Resilience and Advocacy for Violence-Free and Empowered Learners cum LRP on Wheels
Region IV-A	Updating of Regional Memorandum No. 217, s. 2021 (Policy Making)

Region IV-B	Re-orientation on Learner Rights and Protection Policies including the Revised IRR on Anti-Bullying
	Walk for PEACE: Preventing and Ending All Forms of Abuse, Bullying, and Child Exploitation in MIMAROPA
	School Division Office of Calapan
	YESS (Youth Empowerment and Support Services Program): A Comprehensive Child Protection and Safe Spaces Program (3 Clusters)
Region V	Implementation of Serbisyong Mabilis at Maayos Alalay Lagi sa Edukasyon (SMILE) Caravan for Learners
	School Division Office of Masbate
	Search for Best School CPC
	Project BOSES (Being Open to Share and Express the Sentiments) of Kabataang Masbatenyo
Region VI	Implementing Guidelines of We CARE (Child Advocate for Resilience and Empathy)
Region VII	Harmonization of LRP Related Referral Flow & Crafting of Intervention Plan
	Child Safeguarding Training
	School Division Office of Bohol
	Safeguarding Children's Rights: Preventing Sexual Abuse, Exploitation, and Online Sexual Abuse Materials

	Conduct of Bohol's Learner Rights and Protection Specialization Course
	School Division Office of Carcar
	Division Capacity Building for the Guidance Designates/Counselor/Teachers /School Heads on Child Protection Policy /Learner Rights and Protection particularly Personal Safety Lessons
	School Division Office of Cebu
	Safe Schools Caravan: A School-Based Anti-Bullying Advocacy Program
	Division Orientation on the Collection and Consolidation of Learner Rights and Protection Data
	School Division Office of Naga
	Anti-Bullying and Safe Schools Advocacy Campaign
	Monitoring, Report and Case Management Support
	School Division Office of Lapu-Lapu
	Project L.A.M.P.A.R.A - Phase 3
	School Division Office of Talisay
	Crafting of Localized Child Protection Policy in the Division of Talisay City

	Every Child Counts: Awareness and Advocacy for a Safer World
Region VIII	School Division Office of Catbalogan City
	HIYOM Kabataan (Hope-Initiated Youth-Oriented Movement for Learner Rights and Protection)
Region XI	Child Protection Committee (CPC) Functionality Tool
	Project SIKAAAY Davao
	iProtect XI
	Oplan HIGAL
	School Division Office of General Santos City
	Learner Rights Protection (LRP) Workshop on Child Protection Policy (CPP) and Revised Implementing Rules and Regulations of the Anti-Bullying Act of 2013
	Orientation of School Support Services Personnel
	LRP Forum on Child Protection Policy (CPP)
Region XIII	School Division Office of Agusan Del Norte

	3-Day Division Training on Positive Discipline in Everyday Teaching (PDET) for School Heads and Guidance Counselors & Designates
	1-Day Learner Leadership Development Program Advocating Learner Rights for Safer Schools
	3. Empowering Schools to Act: A 2-Day Capacity Building on Reporting and Referral Pathways
	School Division Office of Bayugan City
	Child Protection Summit
	Orientation on Child Protection Functionality for School Heads
	School Division Office of Bislig City
	Capacity-Building Training for Child Protection Program Teacher Coordinators on Case Acknowledgement, Recording, Reporting, and Referral Mechanisms
	2 Day Peer Support and Learner Leadership Development Program on Child Protection and Learner Rights
	School Division Office of Siargao
	Division Writeshop on the Localization of School Policy with Child Protection Policy
	Three-Day CapBuild on Positive Discipline to School Guidance Designates

	School Division Office of Siargao
	Division Writeshop on the Localization of School Policy with Child Protection Policy
	School Division Office of Surigao City
	Child Protection Summit Year 3
	Child Protection Orientation to Private Schools
	School Division Office of Surigao del Norte
	Division Orientation on Child Protection Committee Functionality Tool and the Implementing Rules and Regulation on R.A. No. 10627 otherwise known as the Anti-Bullying Act of 2013 for School coordinator and School Head
	Procurement of materials for Wellness Hub for LRP Desk
	School Division Office of Surigao del Sur
	Orientation on DO No. 40 s. 2012 and DO No. 90, s. 2024
NCR	School Division Office of Manila
	Training on Safe School Program

	School Division Office of Marikina
	Professional Development Program for LRP Champions

ANNEX D

TITLE OF ACTIVITY	DATE/TIME	PLACE/VENUE

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

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

ANNEX E

TITLE OF ACTIVITY

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

Amount of PSF Received: Php _____	Date Received: _____	SUB-ARO No: _____			
Amount Utilized: Php _____	Amount Liquidated: Php _____	Date of Liquidation: _____			
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.)

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 _____ by the Learner Rights and Protection Division for _____, was utilized in accordance with applicable DepEd issuances and accounting rules and regulations.

Prepared by:

Approved by:

LRP Focal Person

Regional Director

ANNEX F

Summary of Budget Utilization Report

FY	Allotment Received	Obligations	Disbursements	Balances	Obli. Rate	Disb. Rate
2025						
2026						

Insert Graph (Use Vertical Bar Graph)

ANNEX G

SERVICE AGREEMENT			
FIRST PARTY		SECOND PARTY	
DEPARTMENT OF EDUCATION (DEPED)		Name	
Address		TIN	
Representative		Address	
TERMS AND CONDITIONS			
Office/Place of Assignment			
Contract Period		Comparable Position/Position	
Basic Service Fee per month		Premium Pay	
GENERAL PROVISIONS			
1. The PARTIES expressly agree that this Service Agreement shall be governed by and strictly comply with CSC-COA-DBM Joint Circular (JC) No. 01, Series of 2025, entitled "Guidelines on the Engagement of Contract of Service and Job Order Workers in the Government," jointly issued by the appropriate oversight agencies. The engagement of the SECOND PARTY, including but not limited to the nature of services, duration of engagement, compensation, allowable benefits, and limitations, shall at all times conform to the provisions of the said Joint Circular and other pertinent civil service, budgeting, accounting, auditing, and procurement laws, rules, and regulations.		9. The SECOND PARTY may be allowed to travel only if it is: a) local; and b) required in the performance of [his/her] duties, as indicated in the TOR, subject to compliance with applicable laws, rules and regulations. The SECOND PARTY cannot go on official travels abroad at the expense of the government. Similarly, The SECOND PARTY is not entitled to local and foreign training programs, seminars, conferences, and other similar gatherings that are facilitated, conducted, or sponsored at the expense of the FIRST PARTY.	
2. The FIRST PARTY engages the services of the SECOND PARTY at the rate equivalent to Php [Salary Rate based on Officer Order OO-OSEC-2024-306] with 10% premium pay and is expected to perform the functions detailed in the Terms of Reference attached hereto as "Annex A", which is made an integral part hereof. This notwithstanding, the SECOND PARTY cannot perform work rendered by regular personnel of the FIRST PARTY, unless necessary in the exigency of service.		10. The SECOND PARTY shall NOT be entitled to the benefits granted to regular plantilla employees, such as PERA, RATA, mid-year bonus, productivity incentive, thirteenth month pay, Christmas bonus, cash gifts, and other similar benefits under pertinent CSC, DBM, and COA laws, directives, policies, circulars, rules, and regulations on the matter.	
3. The SECOND PARTY must render work for at least five (5) days a week or whenever required to perform work. The SECOND PARTY must, twice a month, submit to the Personnel Division (PD) his/her detailed Accomplishment Report (AR) and Daily Time Record (DTR) signed by his/her immediate supervisor.		11. Nothing in this Agreement shall be construed as a guarantee for a permanent position or regularization of the SECOND PARTY. This notwithstanding, the SECOND PARTY may be considered for appointment to vacant plantilla positions in the FIRST PARTY's Organization Structure and Staffing Pattern, subject to existing Civil Service laws, rules and regulations.	
4. The SECOND PARTY may be allowed to adopt Flexible Working Arrangements (FWA) subject to approval of the head of the respective functional office assigned strictly complying the Department Order (DO) No. 004 series of 2025, also known as the "Guidelines on the Adoption of the Flexible Work Arrangement in the Department of Education". Further, the same shall likewise be entitled to other benefits and privileges subject to any subsequent DepEd Order that may authorize such entitlement.		12. During the first six (6) months of effectivity of this Agreement, the FIRST PARTY shall evaluate the performance of the SECOND PARTY, and upon the results thereof, determine whether or not to continue engaging the services of the latter for the next six (6) months, which shall in no case go beyond the current calendar year, subject to the availability of funds and continued need for the latter's services.	
5. The FIRST PARTY may, in its discretion, transfer the SECOND PARTY to another, or additional, place of assignment, in a temporary or permanent		13. For the duration of this Agreement and for a period of six (6) months from its expiry or termination, the SECOND PARTY shall be prohibited	

capacity, without any change in the emoluments and other monetary privileges, taking into consideration the latter's background and qualifications.	from being engaged or otherwise employed by any private person or entity that has an existing contract with the FIRST PARTY.
6. The engagement of the SECOND PARTY shall be governed by the provisions, prohibitions, and limitations, including the qualifications and disqualifications, laid down in existing DEPED Orders, and other relevant laws, circulars, and issuances.	14. The FIRST PARTY may, from time to time, subject the SECOND PARTY to random tests for prohibited or regulated drugs to ensure his/her fitness for the job or work to be performed.
7. There shall be NO employer-employee relationship between the Parties arising from, as a result of, or in relation to this Agreement. The SECOND PARTY shall neither be covered by the Civil Service Rules and Regulations for plantilla or regular personnel, nor shall his/her services rendered be credited as government service. Nevertheless, s/he shall be covered by the CSC-COA-DBM JC No. 1 s. 2025, as amended, and other relevant and applicable laws, policies, circulars, rules and regulations.	15. The SECOND PARTY shall assign to the FIRST PARTY all intellectual property rights, including, but not limited to, patents, copyright, utility model, and related rights arising from the services that the former will render to the latter, in exchange for the service fee that the SECOND PARTY receives in connection with his/her duties and responsibilities under this Agreement. The SECOND PARTY shall execute all documents, and do all acts as may be deemed necessary by the FIRST PARTY, to give effect to this provision.
8. The SECOND PARTY warrants that s/he is of good moral standing and has not been previously dismissed by reason of any administrative or criminal case, and that s/he possesses the qualifications, education, experience, skills, or expertise required to perform the services, as indicated in Section V.I. of OO-OSEC-2023-023, as amended.	16. The provisions of relevant issuances, circulars, and department orders shall form an integral part hereof. In addition, all relevant laws, rules and regulations also apply and govern this Agreement.
SERVICE FEE, OTHER REMUNERATIONS & FUNDING	NON-DISCLOSURE OF CONFIDENTIAL INFORMATION
1. The amounts due to the SECOND PARTY as Service Fee shall be payable in two (2) equal payments, subject to the existing guidelines on payment of Contract of Service, supported by the SECOND PARTY's duly approved AR and DTR, and subject to applicable government taxes. 2. The SECOND PARTY is entitled to be paid on work suspensions declared through supporting documentation/s and other applicable legal bases, which shall not be treated as absences and deduction/s from the Service Fee. The same shall be applied for non-working holidays provided that the SECOND PARTY shall be able to render at least eight (8) working hours on the day immediately before or after the declared non-working holiday/s. An exemption shall apply as provided on Item No. 3. 3. The SECOND PARTY shall not be paid on work suspensions and non-working holidays WITHIN the weeks that the SECOND PARTY has been absent for AT LEAST fifteen (15) working days, except force majeure and health-related circumstances supported by pertinent documentations determined sufficient by the FIRST PARTY. 4. The SECOND PARTY is entitled to premium pay and overtime pay, provided that the activities which may warrant the rendition of overtime services, based on the corresponding remuneration rate and its adjustment under the contract, in accordance with the existing guidelines of DepEd, and subject to availability of funds therefore, and under strict compliance with the budgeting, accounting, and auditing rules and regulations. 5. The SECOND PARTY may be allowed to claim transportation and other related expenses incurred during official and /or project-related local travels related to SECOND PARTY's functions as may be chargeable against the applicable funds of the FIRST PARTY covering the period of this Agreement, in accordance with existing DepEd Issuances and Executive Order No. 77, s.	1. All the information received by the SECOND PARTY in connection with the services rendered to the FIRST PARTY and marked or indicated in any way as proprietary and/or confidential shall not be disclosed or given to any third party. In case of doubt, the information shall be treated as confidential, except under the following circumstances: - Information already known or obliged by the receiving party by independent means through no breach of any obligation of confidentiality. However, when such information becomes an integral component of the DEPED on any of its undertaking, they shall be deemed as proprietary and/or confidential; - Information in the public domain; - Information required to be disclosed by law or pursuant to an order of the Court, or at the direction of any competent government authority; and - Information that the FIRST PARTY agrees in writing that the SECOND PARTY may disclose to third parties. 2. The SECOND PARTY strictly observe the confidentiality of all procurement-related information and documents, including but not limited to bidding documents, supplemental bid bulletins, resolutions, position papers, and other internal communications. No said confidential information shall be disclosed, shared, or otherwise divulged, in whatever form, to any prospective bidder, supplier, contractor, consultant, or to any person – natural or judicial - who has direct or indirect interest in the project to be procured, or to any other party, prior to the official release of the said

2019, and subject to availability of funds therefore, and under strict compliance with the budgeting, accounting, and auditing rules and regulations.

6. This Agreement shall be funded from the General Appropriations Act (GAA 2026) Fund for the fiscal year covering the effectivity period of this Agreement.

information or document to the public, except to those duly authorized by the FIRST PARTY in the official handling thereof.

3. The foregoing obligations on confidentiality and non-disclosure of confidential information shall survive and subsist even after the expiration or termination of this Agreement. **The breach or violation of the foregoing provisions shall be ground for the FIRST PARTY to exercise its rights against the SECOND PARTY, including immediate termination of the contract**, without prejudice with all relevant laws, rules, regulations, and issuances, in addition to this Agreement.

TERMINATION OF AGREEMENT

1. Either Party may pre-terminate this Agreement, by sending written notice to the other Party, at least thirty (30) days prior to the intended date of termination. The receiving Party may expressly waive the 30-day waiting period and opt for the immediate termination of this Agreement.

2. The FIRST PARTY may immediately terminate this Agreement, at any period upon written notice to the SECOND PARTY, for unsatisfactory performance, conflict of interest, or for any of the grounds enumerated under Office Order OO-OSEC-2023-023 dated 13 February 2023. In addition, any violation of the warranties or provisions under this Agreement is a ground for termination.

TURN OVER AND CLEARANCE REQUIREMENTS

1. The SECOND PARTY shall, within thirty (30) days after either the expiration or the notice of termination of this Agreement, and without need of any demand:

- Turn over to the FIRST PARTY all files, records, programs, reports, official documents, codes, security keys, and other departmental equipment, items, and assets that are in his possession and custody.
- Secure the Clearance from All Accountabilities duly approved by the FIRST PARTY.

2. The SECOND PARTY shall submit the duly approved Clearance from All Accountabilities as a condition precedent to the release of his/her final Service Fee payment.

DISPUTE RESOLUTION

1. The Agreement shall be construed, interpreted, and governed by the laws of the Philippines. Any conflict or dispute arising out of this Agreement or the interpretation of any provision hereof shall be settled amicably, through the authorized representatives of the Parties, within thirty (30) days from written notice of either Party, specifying the alleged dispute, and the proposed schedule for the resolution thereof, which must be finalized within five (5) days from issuance of the aforementioned written notice.

2. If the Parties fail to settle their conflict or dispute amicably, either Party may initiate to settle any conflict or dispute through alternative dispute resolution mechanisms in DepEd.

3. In case of failure to settle any conflict or dispute through alternative dispute resolution mechanisms in DepEd, suits for any breach of this Agreement shall only be instituted in the court of competent jurisdiction in Pasig City, to the exclusion of all other courts.

IN WITNESS WHEREOF, the Parties have hereunto set their hands this ____ day of ____ 20__ at ____ City, Philippines.

[FULL NAME OF FIRST PARTY]
[Designation of FIRST PARTY]

[FULL NAME OF SECOND PARTY]

ACKNOWLEDGEMENT



16th Floor, TechZone Building, Sen. Gil Puyat Avenue, Makati City
Telephone Nos.: (02) 8633-5313; (02) 8631-8492
Email Address: ouops@deped.gov.ph | Website: www.deped.gov.ph



Republic of the Philippines)

) S.S.

Before me, a Notary Public for and in _____ City, on the date and at the place first above written, personally appeared the following:

Name

Gov't Issued ID

Place Issued

Date Issued

1st Party

2nd Party

Known to me and to me known to be the same persons who executed the foregoing **Service Agreement** consisting of two (2) pages including this page on which the Acknowledgement is written, and they acknowledged to be the same is their free and voluntary act and deed as well as the free and voluntary act and deed of the organizations herein represented.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the date above written.

NOTARY PUBLIC

Doc. No. _____;

Page No. _____;

Book No. _____;

Series of 20_____.



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