Republic of the Philippines
Department of Education
NEGROS ISLAND REGION
SCHOOLS DIVISION OF ESCALANTE CITY

DEPED SDO-ESCALANTE
07 OCT 2026
RELEASED

October 6, 2026

DIVISION MEMORANDUM
No. 448, s. 2026

DISSEMINATION AND IMPLEMENTATION OF THE ENHANCED CHILD PROTECTION COMMITTEE (CPC) FUNCTIONALITY TOOL

To: Schools Division Superintendent
Assistant Schools Division Superintendent
Chief Education Supervisors
Elementary and Secondary School Heads
Child Protection Committee (CPC) Chairpersons/Coordinators
All Others Concerned

1. Pursuant to **Regional Memorandum No. 1071, s. 2026**, titled **"Dissemination and Implementation of the Enhanced Child Protection Committee (CPC) Functionality Tool,"** this Office disseminates the said Regional Memorandum for the information, guidance, and appropriate action of all concerned.

2. All public elementary and secondary schools in the Division are hereby directed to submit the CPC Functionality Assessment using the prescribed online tool through the following link: https://tinyurl.com/SDOEscalanteCPCFunctionality.

3. All schools shall likewise prepare and submit the prescribed Means of Verification (MOVs) through the following link: https://tinyurl.com/SDOEscalanteCPCMOVs.

4. Each school shall submit a hard copy of the consolidated CPC Functionality Assessment results, together with the duly accomplished Consent and Data Privacy Acknowledgement, to the SGOD Office **on or before October 12, 2026, 5:00 PM** for proper consolidation, validation and documentation.

5. School Heads and CPC Chairpersons/Coordinators are enjoined to ensure the accurate, complete, and timely accomplishment of the assessment and submission of the required documents.

6. For clarifications and other concerns, contact Jad V. Ricafort, Division Youth Formation Division (YFD) or Zaina Gift R. Bermudez, Legal Assistant I.

7. Immediate dissemination of and compliance with this Memorandum are desired.

PETER J. GALIMBA
Assistant Schools Division Superintendent
OIC-Schools Division Superintendent

Encl: None
Reference: as stated
To be indicated in the Perpetual Index
Under the following subjects:

DISSEMINATION AND IMPLEMENTATION TOOL
ENHANCED CHILD PROTECTION COMMITTEE (CPC) FNCTIONALITY
JVR _ YFD_SGOD / 10-06-2026

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REGIONAL MEMORANDUM
No. 1071, s. 2026

DISSEMINATION AND IMPLEMENTATION OF THE ENHANCED CHILD PROTECTION COMMITTEE (CPC) FUNCTIONALITY TOOL

To: Schools Division Superintendents
Chief, Education Support Services Division
All Others Concerned

1. This Office, through the Education Support Services Division (ESSD), disseminates Memorandum OM-OUGOPS-2026-11-3491 from the Office of the Undersecretary for Governance and Operations titled **"Dissemination and Implementation of the Enhanced Child Protection Committee (CPC) Functionality Tool."**

2. Anent this, all Schools Division Offices (SDO) are hereby directed to submit the CPC Functionality Assessment of all schools and shall be inputted through the link https://tinyurl.com/NIRCPCFunctionality.

3. Further, all SDOs shall also submit the prescribed Means of Verification (MOV) through the link https://tinyurl.com/NIRCPCMOVs.

4. A copy of the consolidated CPC Functionality of all schools in the Division along with their accomplished Consent and Data Privacy Acknowledgement shall also be submitted to this Office through nir@deped.gov.ph.

4. For more information, contact Mrs. Ma. Lira Cynthia B. Quejada, Chief Education Supervisor of the Education Support Services Division, through nir@deped.gov.ph.

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

RAMIR B. UYTICO EdD, CESO III
Regional Director

Reference: As stated.
Incl: As stated.
To be indicated in the Perpetual Index
under the following subjects:

SCHOOLS PROGRAMS REPORTS

FJTS/ESSD/ CPC Functionality Tool
__/September 16, 2026

Address: Batinguel, Dumaguete City, 6200
Telephone Nos:
Email Address: nir@deped.gov.ph
Website: depednir.net

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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM
OM-OUGOPS-2026-11-3491

TO : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
SCHOOL DISTRICT SUPERVISORS
SCHOOL HEADS
REGIONAL/DIVISION LRP FOCAL PERSONNEL
ALL OTHERS CONCERNED

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

SUBJECT : **DISSEMINATION AND IMPLEMENTATION OF THE ENHANCED CHILD PROTECTION COMMITTEE (CPC) FUNCTIONALITY TOOL**

DATE : September 07, 2026

Pursuant to DepEd Order No. 40, s. 2012, otherwise known as the "Child Protection Policy," which mandates all public and private elementary and secondary schools to establish a Child Protection Committee (CPC)[1], this Office, through the Bureau of Learner Support Services – Learner Rights and Protection Division (BLSS-LRPD), issued DepEd Memorandum No. DM-OUOPS-2025-11-02415[2] directing school heads to accomplish the CPC Functionality Assessment Tool with the participation of at least three (3) to four (4) committee members.

The assessment aims to evaluate the functionality and effectiveness of school-based CPCs in promoting and safeguarding learners' rights and protection. Specifically, it seeks to determine the extent to which CPCs are able to carry out their mandated roles and responsibilities, identify areas of improvement, and provide evidence-based inputs for strengthening child protection policies, programs, interventions, and capacity-building initiatives.

The CPC Functionality Assessment Tool, originally developed by the Social Watch Philippines (SWP) in partnership with DepEd, has been enhanced to strengthen the assessment of school-based CPCs and ensure alignment with current child protection policies, standards, and implementation requirements of the Department. The tool evaluates key areas of CPC operations, including organization and coordination, policy implementation, capacity-building and resource mobilization, referral and monitoring mechanisms, and learner protection services.

[1] Section 10, DepEd Order No. 40, s. 2012
[2] DepEd Memorandum No. DM-OUOPS-2025-11-02415 "Reiteration on the Accomplishment and Submission of Results of the Child Protection Committee (CPC) Functionality Assessment Tool," April 24, 2025

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However, results generated by schools that used the earlier version for the previous and/or current school year shall remain valid. Schools may use the enhanced tool for assessing the functionality and performance of their school's CPC in the next school year.

To further ensure the accuracy, objectivity, and reliability of the assessment results, the enhanced CPC Functionality Assessment Tool includes Means of Verification (MOVs) for each indicator. These MOVs provide a comprehensive, evidence-based framework for assessing CPC performance, validating reported accomplishments, monitoring compliance with learner rights and protection standards, identifying implementation gaps, and informing the provision of appropriate technical assistance, policy enhancements, and program improvement initiatives.

In view of the foregoing, all concerned personnel, particularly members of the Child Protection Committee, are enjoined to actively participate in completing the assessment tool and in preparing and submitting the required MOVs to ensure the timely and accurate submission of assessment results.

Enclosed is a copy of the CPC Assessment Tool and corresponding list of MOVs for each indicator. For easier access, the CPC Tool may be downloaded through the link below or via the QR Code:

https://drive.google.com/drive/folders/1bBDYFj4Mt2lA01gKxNE0lIMDyUGSxNWP?usp=drive_link or https://tinyurl.com/2026EnhancedCPC

To facilitate efficient collection and consolidation of results, Regional Offices (ROs) and Schools Division Offices (SDOs) may develop their own data-gathering forms (e.g., Google Forms and the like). The mechanism employed must support a streamlined data-gathering process and ensure the timely submission of results from schools to the SDOs, from SDOs to the ROs, and lastly to the Central Office.

For queries, the LRPD may be reached through email at lrpo@deped.gov.ph or at (02) 8638-1782.

For immediate dissemination and compliance.

Thank you very much.

[BLSS LRPD|ASPR]

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Annex 1

CHILD PROTECTION COMMITTEE (CPC) FUNCTIONALITY ASSESSMENT TOOL

Name of School : _____
School Address : _____
School ID : _____ Division : _____
District : _____ Region : _____

Name of the CPC Member : _____
Designation in the CPC : _____

Instructions:
Put a check mark (✓) on the appropriate box.

Yes – if the indicator is met
No – if the indicator is not met
Not Sure – if the indicator is not known

Findings will be based on the scores and their corresponding functionality level.

Functionality Indicators	Whether the indicators are met		
	YES	NO	Not Sure
I. ORGANIZATION and COORDINATION **a. Establishment and/or Reorganization of the Child Protection Committee (CPC)**			
1. CPC has been organized and members have identified and divided the tasks among themselves (based on DepEd issuances on Learner Rights and Protection (LRP), such as but not limited to DO 40, s. 2012, DO 55, s. 2013, DO 18, s. 2015).			
2. CPC hold scheduled meetings and orientation sessions for the members. [ ]monthly meeting [ ]quarterly meeting [ ]annual meeting			
3. CPC members have analyzed the school's learner rights and protection situation.			
4. CPC has an organizational chart with a list of members whose names are posted in the school's bulletin board.			
5. CPC has a written orientation material/guidebook for CPC member either printed or in digital copy and made available to the members.			
6. CPC has a strategic goal (i.e., 3 year or annual plan with tasking based on the school's learner rights and protection situational analysis).			
7. CPC has a clear mechanisms for ensuring protection of learners with disabilities (LWD).			

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8. CPC has sought technical assistance in the Division and/or Regional Office for ensuring a functional CPC.			
Total Count			
b. Coordination Mechanisms			
1. CPC has established informal or initial coordination in referring cases with the Philippine National Police-Women and Child Protection Desk (PNP-WCPD), Local Social Welfare and Development Office (LSWDO), Local Health Office (LHO), and other government agencies or civic organizations.			
2. CPC has mapped out possible linkages and/or areas for coordination for referral of cases (i.e., NGOs, civic organizations with referral mechanisms).			
3. CPC has actively coordinated with the district/division and/or regional office in mapping out or developing coordination mechanisms to strengthen learner rights and protection in the schools.			
4. CPC has an existing Memorandum of Agreement (MOA) or partnership agreement with LSWDO, PNP-WCPD, and/or private organizations to assist in providing assistance on mental health or leadership training for learners.			
5. CPC conduct regular review of the established coordination and/or referral mechanisms.			
Total Count			
II. POLICIES AND GUIDELINES			
Child Protection Policy and Operational Guidelines			
1. CPC has a draft school-based Child Protection Policy and localized Anti-Bullying Policy.			
2. CPC's school-based Child Protection Policy includes a Code of Conduct for learners, teaching and non-teaching personnel, parents, and visitors.			
3. CPC's Code of Conduct includes provision in addressing the potential risks to learners.			
4. CPC has initiated meetings to review the school's Child Protection Policy, localized Anti-Bullying Policy, and Code of Conduct.			
5. The School has a handbook/manual which includes the school's Child Protection Policy, Localized Anti-Bullying Policy, and Code of Conduct that is reviewed every three (3) years.			
Observance of Conflict Resolution and Positive Discipline			
6. CPC has institutionalize the use of conflict resolution mechanisms that respect learners' rights in the school.			
7. CPC has a clear policy on the use of positive and non-violence discipline for children.			
8. CPC has sought technical assistance from the division and/or regional office in drafting/updating a school-based Child Protection Policy, localized Anti-Bullying Policy, and Code of Conduct, to include related learner rights and protection policies, and guidelines ensuring the protection of LWDs.			
Total Count			

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III. CAPACITIES AND RESOURCES			
a. Orientation and Capacity Building for Members of the CPC			
1. CPC has identified the upskilling needs of its members, which includes, but are not limited to: learners rights and protection training, 4Rs of safeguarding child protection, and positive discipline.			
2. CPC has initiated/implemented capacity building of its members [ ]partially implemented [ ]fully implemented			
3. CPC has sought technical assistance from the regional and/or division office, local government unit (LGU), and civic organizations in conducting training for its members.			
4. At least one of the CPC member has participated in the CPC functionality workshop or LRP Specialization Course led by the regional or division office.			
5. CPC member/s who have received training are capable of cascading the training among the teaching and non-teaching personnel, and/or parents. (CPC are able to lead a training for trainers).			
Total Count			
b. Budget allocation for CPC operations and its financial sustainability			
1. CPC has identified the budgetary needs for its operations.			
2. The School has allocated a budget for the CPC operation from the school's MOOE.			
3. The School is able to generate funds from external sources (i.e., from the LGU's Local School Board (LSB).			
4. The LGU and/or LSB has allocated a budget for CPC activities.			
5. CPC's budget allocation in the strategic/annual plan has included the implementation of the child protection policy and indicated in the School Improvement Plan (SIP) and the annual work and financial plan (WFP).			
6. The budget allocated for CPC was utilized, either for: [ ] hiring and training of guidance counselor or teacher-designate [ ] construction of private interview/counseling room [ ] capacity building activities [ ] information dissemination [ ] operations for service delivery			
Total Count			
IV. SERVICE DELIVERY			
a. Prevention Programs and Activities for the Protection of Learners			
1. There are some advocacy materials (e.g., posters on LRP protection) posted on the school's bulletin board.			
2. CPC has information, education, communication (IEC) or advocacy material (e.g., handbook, guidebook, pamphlets, etc) disseminated to the learners, teaching and non-teaching personnel, and parents.			
3. CPC has organized training, orientation, and activities on learner rights and protection (LRP), to cover LRP policies, such as but not limited to Child Protection Policy and Anti-			

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Bullying Policy for learners, teaching and non-teaching personnel, and parents, at least once in a school year.			
4. CPC monitors and evaluates the impact of the training, orientation, and awareness raising campaign.			
5. CPC conducts activities during: [ ]National Children's Month (November) [ ]Safer Internet Day–Classroom-Based Discussion Against Online Sexual Abuse or Exploitation of Children or Child Sexual Abuse Material (February)			
Total Count			
b. Existence of Quick Response System for Learner Rights and Protection (LRP)			
1. CPC has sought technical assistance from the regional and/or division in developing a quick response or referral system for reported LRP incidents.			
2. School's teaching and non-teaching personnel are oriented on the quick response or referral system in place and are able to act as first responders.			
3. The school orientation includes a discussion on the quick response or referral system to address reported LRP incidents.			
4. The quick response or referral system is included in the school's handbook or a written copy thereof is available for learners, school personnel, and/or parents.			
Total Count			
c. Referral System, Case Management, Monitoring and Documentation of Cases			
1. CPC has sought technical assistance in conducting a case conference and drafting a school-based referral and monitoring system to address reported LRP concerns.			
2. CPC has developed and/or is implementing an informal referral system.			
3. Reported LRP incident/s were managed according to quick response and referral system: [ ]100% managed [ ]50% managed			
4. Reported LRP incident/s were documented: [ ]100% managed [ ]50% managed			
5. Reported LRP incident/s can be tracked and immediate feedback on the status of the case/s can be provided for the concerned party/ies: [ ]100% managed [ ]50% managed			
6. Reported LRP incidents were kept confidential.			
7. CPC when necessary, assist the parents or guardians in securing expert counseling and/or medical assistance from appropriate institutions/hospital.			
Total Count			
d. Proactive Identification and Reporting of LRP Incidents or Early Detection			
1. CPC has sought technical assistance to the district/division and/or regional office to develop a system for identifying learners who may be suffering from significant harm based on physical, emotional, or behavioral signs.			

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2. CPC is drafting a system for identifying learners who may be suffering from significant harm based on physical, emotional, or behavioral signs.			
3. Teaching and non-teaching personnel are trained to recognize and identify signs of abuse.			
4. Learners identified to have suffered abuse/s are referred for appropriate action. [ ]80% have been referred or investigated [ ]100% have been referred or investigated			
Total Count			
V. ACCOUNTABILITY AND PERFORMANCE			
a. Availability and Accessibility of Statistical Report on Cases Handled			
1. CPC has sought technical assistance from the district/division, and/or region office in generating data or statistical report on the reported LRP incident handled by the CPC and the school.			
2. CPC has ensured the completion of the intake sheets, monitoring and reporting forms of the reported LRP incident.			
3. CPC sets schedules for the submission and consolidation of reports to the division office for validation.			
4. CPC is able to document LRP incidents and responses on cases handled by the CPC.			
5. CPC regularly submits and discusses the situational analysis and statistical report to the teaching and non-teaching personnel, administrators, parents, learners, and division office, and the public as may be necessary.			
Total Count			
b. Learner Participation in the CPC Planning, Implementation, and Evaluation, and Provides Feedback			
1. CPC creates a safe space for learner participation and encourages feedback on the LRP programs and activities.			
2. CPC conducts orientation on the importance of learner participation for all CPC members.			
3. CPC has initial plan on how learners can meaningfully participate in the planning, implementation, and evaluation of CPC activities.			
4. CPC leads the orientation and provides venue for learner-led discussion for planning of LRP programs implementation and evaluation.			
5. CPC collects and gives due weight to learners' feedback.			
Total Count			
c. CPC Monitoring and Evaluation (M&E)			
1. CPC has sought technical assistance from the district/division, and/or regional office on monitoring and evaluating the LRP policies.			
2. CPC has an M&E tool.			
3. CPC is drafting M&E tool.			
4. CPC are oriented on the M&E tool and their tasks.			
5. Learners are reporting LRP concerns and availing of the school's CPC programs.			
Total Count			

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Annex 2

GUIDE TO SCORING OF THE CPC FUNCTIONALITY TOOL

To generate the scores, copy the total count of the **yes** responses from the tool and plot the **corresponding score based on the reference guide.**

Then, in the next column, write the equivalent score using the reference guide.

Lastly, to generate the **overall score,** add the equivalent score and divide by **12.**

Indicators	Number of YES Responses	Equivalent Score	Reference Guide for Equivalent Score based on YES responses				
			1	2	3	4	5
			1-3	4-8	9-14	15-19	20-21
OVERALL SCORE							

Overall Score Divided by 12 (number of indicators)

Indicators	Number of YES	Equivalent Score	Reference Guide for Equivalent Score based on YES response				
			Stages of Development				
			1	2	3	4	5
Organization and Coordination							
1. Establishment and/or Reorganization of the Child Protection Committee (CPC)			1	2-3	3-4	5-6	7-8
2. Coordination Mechanisms			1	2	3	4	5
Policies and Guidelines							
3. Child Protection Policy and Operational Guidelines and Observance of Conflict Resolution and positive Discipline			1	2-3	3-4	5-6	7-8
Capacities and Resources							
4. Orientation and Capacity Building for Members of the CPC			1	2	3	4	5
5. Budget allocation for CPC operations and its financial sustainability			1	2-3	4	5	6
Service Delivery							
6. Prevention Programs and Activities for the Protection of Learners			1	2	3	4	5
7. Existence of Quick Response System for Learner Rights and Protection (LRP)			0	1	2	3	4
8. Referral System, Case Management, Monitoring and Documentation of Cases			1	2-3	4-5	6	7
9. Proactive Identification and Reporting of LRP Incidents or Early Detection			0	1	2	3	4
Accountability and Performance							
10. Availability and Accessibility of Statistical Report on Cases Handled			1	2	3	4	5
11. Learner Participation in the CPC Planning, Implementation, and Evaluation, and Provides Feedback			1	2	3	4	5
12. CPC Monitoring and Evaluation (M&E)			1	2	3	4	5
OVERALL SCORE							
Score Divided by 12							

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Annex 3

RATING AND INTERPRETATION OF LEVEL OF FUNCTIONALITY

The overall score shall determine the level of functionality.

Level of Functionality	Definition
Level 1	***Not in Place or Absent*** If total number of **yes** responses for the sub-indicators is from **0.00-0.99.** This indicate that the school's CPC is not yet in place or is not being implemented nor has it been reorganized to operationalize its functions.
Level 2	***Planning Stage*** If the total number of **yes** responses for the sub-indicators is from **1.00-1.99.** This indicates the school's CPC is still in the planning stage or drawing plans to establish or reorganize the committee.
Level 3	***In Early Stages of Development*** If the total number of **yes** responses for the sub-indicators is from **2.00-2.99.** This indicates the school's CPC is in the early stages of development, the CPC may have a written orientation material/guidebook for CPC members.
Level 4	***Partially Functional*** If the total number of **yes** responses for the sub-indicators is from **3.00-3.99.** This indicates the school's CPC is partially functional, the CPC may have been established or reorganized, have operationalized some of its functions.
Level 5	***Fully Functional*** If the total number of **yes** responses for the sub-indicators is from **4.00-5.00.** This indicates the school's CPC is fully functional, and the CPC has been established and operationalized, with clear plans for the strengthening of the child protection system in school.

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ANNEX 4

CONSENT AND DATA PRIVACY ACKNOWLEDGMENT
Enhanced CPC Assessment Functionality Tool

As the _____, I acknowledge that the information provided
[designation in the CPC]
through the Enhanced CPC Assessment Functionality Tool shall be used solely for the assessment, monitoring, evaluation, reporting, and improvement of the school's Child Protection Committee (CPC) implementation and related programs.

I understand that any personal information collected through this tool shall be processed in accordance with the Data Privacy Act of 2012 (Republic Act No. 10173) and the Department of Education's Data Privacy policies and guidelines. Access to submitted information shall be limited to authorized personnel for legitimate educational, administrative, monitoring, and evaluation purposes.

By proceeding with and submitting this assessment, I certify that:

- The information provided is true, accurate, and based on available school records;
- I understand the purpose of the data collection and processing;
- I acknowledge that the submitted information may be used for CPC monitoring, validation, planning, reporting, and decision-making purposes; and
- I have read and understood this Data Privacy Acknowledgment.

Name of School: _____

Name : _____

Position : _____

Signature : _____

Date : _____

☐ I have read and understood the Consent and Data Privacy Acknowledgment and agree to proceed with the assessment.

Reference: Data Privacy Act of 2012 (RA 10173) and DepEd Data Privacy Notice.

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