



Republic of the Philippines  
Department of Education  
REGION VI – WESTERN VISAYAS  
**SCHOOLS DIVISION OF AKLAN**

May 7, 2025

**DIVISION MEMORANDUM**

No. 247, s. 2025

**STANDARDIZED PROTOCOLS FOR HANDLING BULLYING  
AND CHILD ABUSE CASE**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors, Principals In-Charge of the District  
Head Teacher In-Charge of the District  
Senior/Education Program Specialists  
Heads of Public and Private Elementary/Integrated/Secondary Schools  
All Others Concerned

1. Attached is the Regional Memorandum No. 386 s. 2025 titled Standardized Protocols for Handling Bullying and Child Abuse Cases attached are the flow charts for handling bullying and child abuse cases.
2. Immediate dissemination of this Memorandum is desired.

  
**FELICIANO C. BUENAFE JR., CESO VI**  
Schools Division Superintendent

Encl.: As stated  
Reference: As stated  
To be indicated in the Perpetual Index  
Under the following subjects:

**CHILD PROTECTION POLICY**

**PROTOCOLS**

**STANDARDS**

NSATM



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Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS

APR 24 2025

**REGIONAL MEMORANDUM**

No. 386, s. 2025

**STANDARDIZED PROTOCOLS FOR HANDLING BULLYING  
AND CHILD ABUSE CASES**

**TO:** Schools Division Superintendents  
All others concerned

1. In line with the Department of Education's commitment to ensure a safe and child-friendly learning environment, the protocols for handling bullying and child abuse cases within the Region are hereby established.
2. The protocols aim to:
  - a) standardize reporting, referral, and response system for child abuse cases within the Regional and Division Offices;
  - b) strengthen the roles of the Child Protection Committees (CPCs) within the Region;
  - c) ensure timely intervention, protection, and support for child abuse victims in coordination with DSWD, PNP-WCPD, LGUs, and other concerned agencies.
3. Attached are the flowcharts for handling bullying and child abuse cases.
4. Immediate dissemination of this Memorandum is desired.

*hug*  
For **RAMIR E. UYTICO EdD, CESO III**  
Regional Director

Encl: As stated

References: DO No. 55, s. 2013 (Implementing Rules and Regulations (IRR) of  
Republic Act No. 10627)

DO No. 40, s. 2012 (DepEd Child Protection Policy)

DO No. 18, s. 2025 (DepEd Guidelines and Procedures on the  
Management of Children-at-Risk (CAR) and Children in  
Conflict with the Law (CICL)

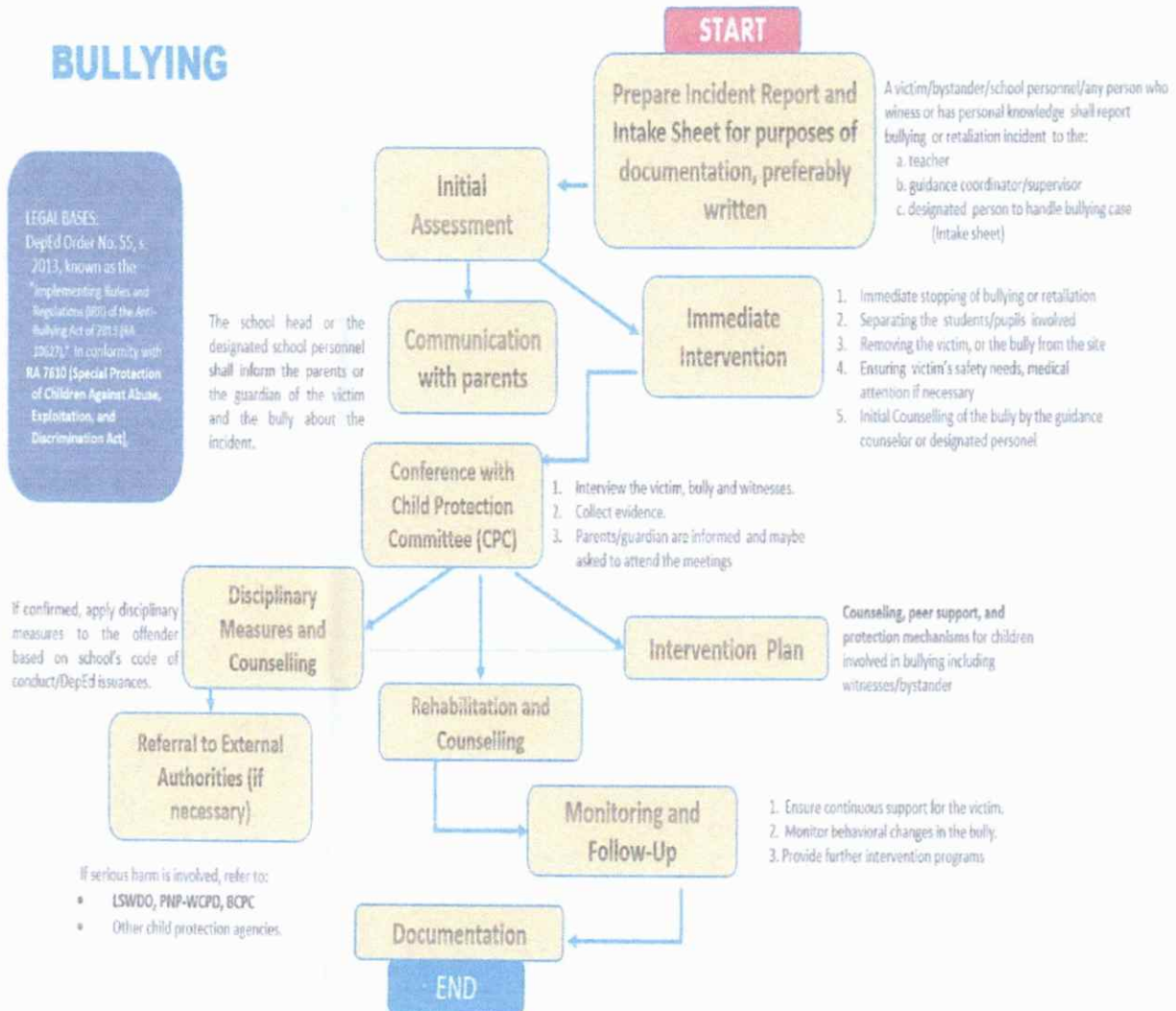
To be indicated in the Perpetual Index  
under the following subjects:

CHILD PROTECTION POLICY  
PROTOCOLS  
STANDARDS

JVP/Memorandum

DepEdRO6-LU-Misc- 2025-044

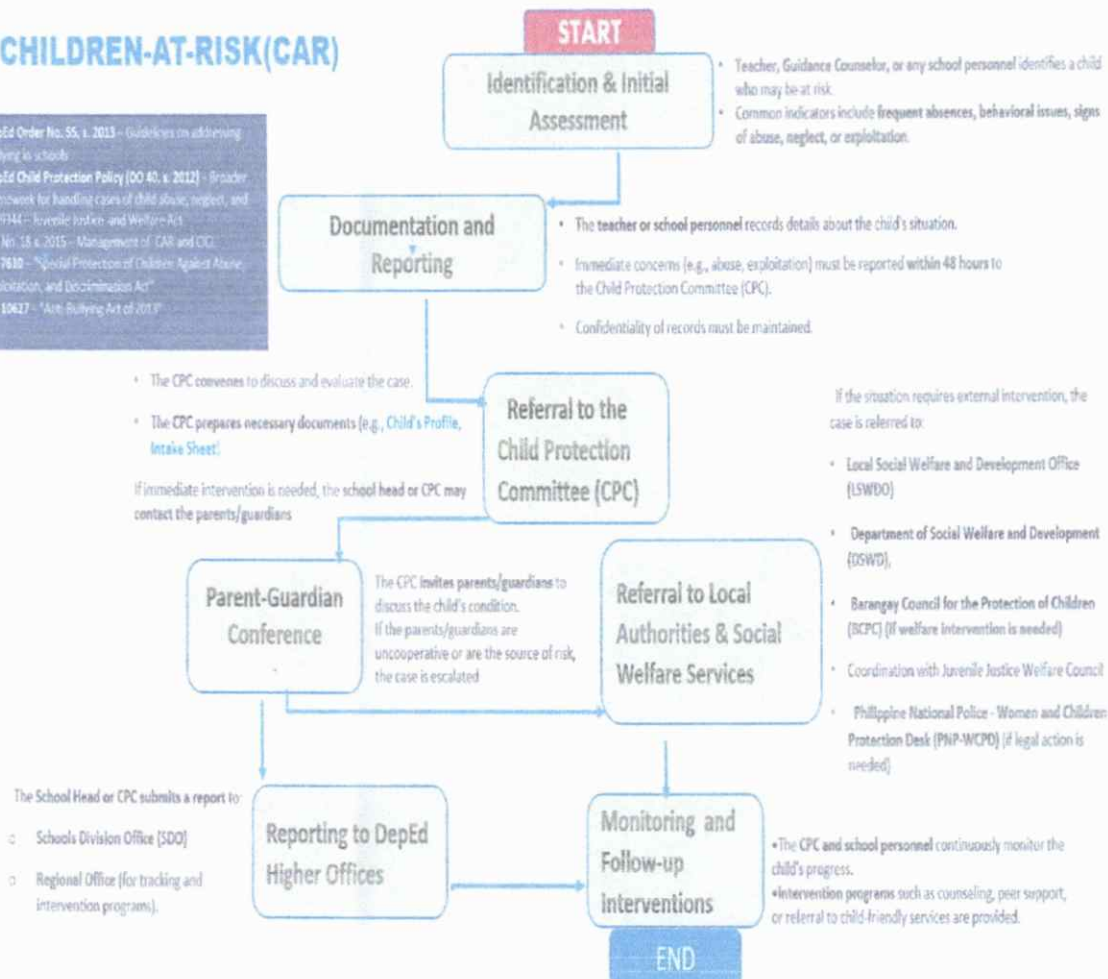
**Flowchart No. 1**



## Flowchart No. 2

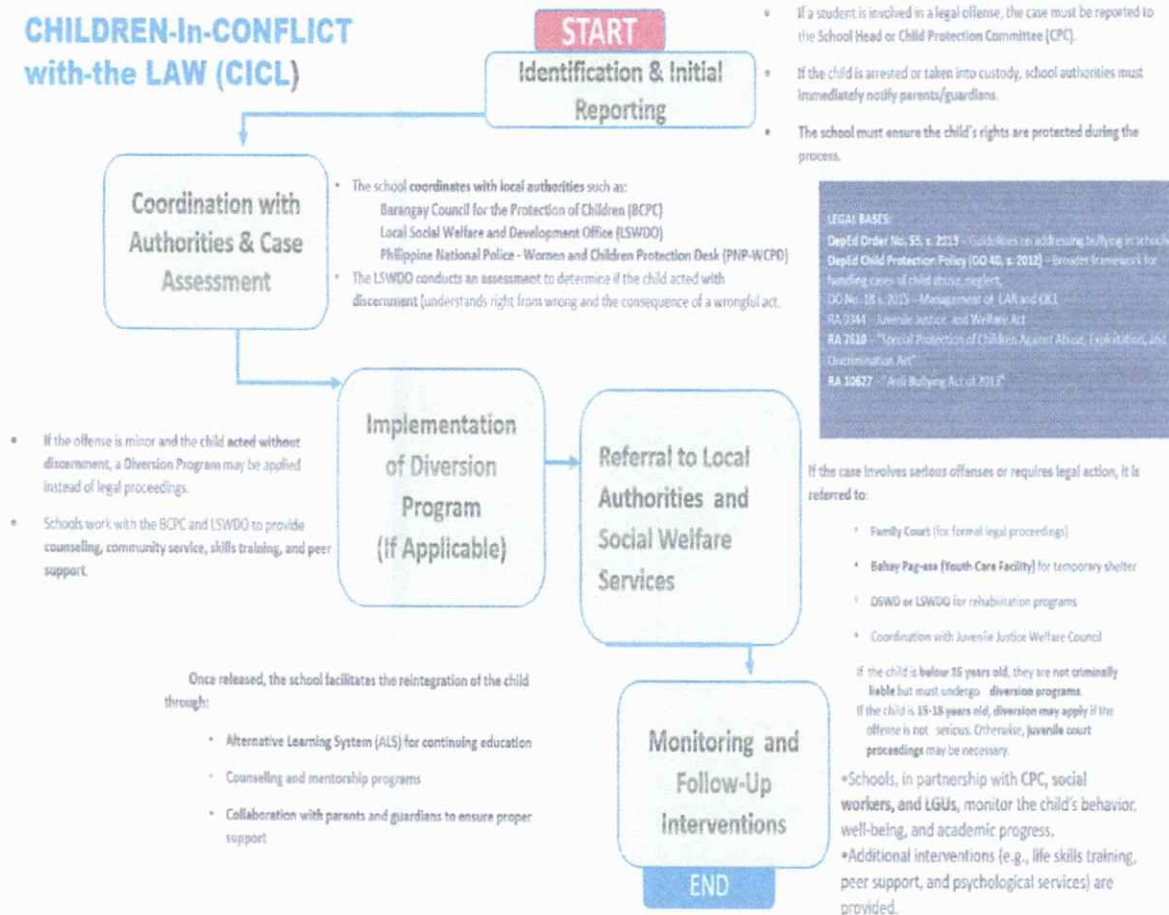
### CHILDREN-AT-RISK(CAR)

DepEd Order No. 55, s. 2013 – Guidelines on addressing bullying in schools  
 DepEd Child Protection Policy (DO 40, s. 2012) – Broader framework for handling cases of child abuse, neglect, and RA 9344 – Juvenile Justice and Welfare Act  
 DO No. 18, s. 2015 – Management of CAR and CPC  
 RA 7610 – "Special Protection of Children Against Abuse, Exploitation, and Discrimination Act"  
 RA 10627 – "Anti-Bullying Act of 2015"



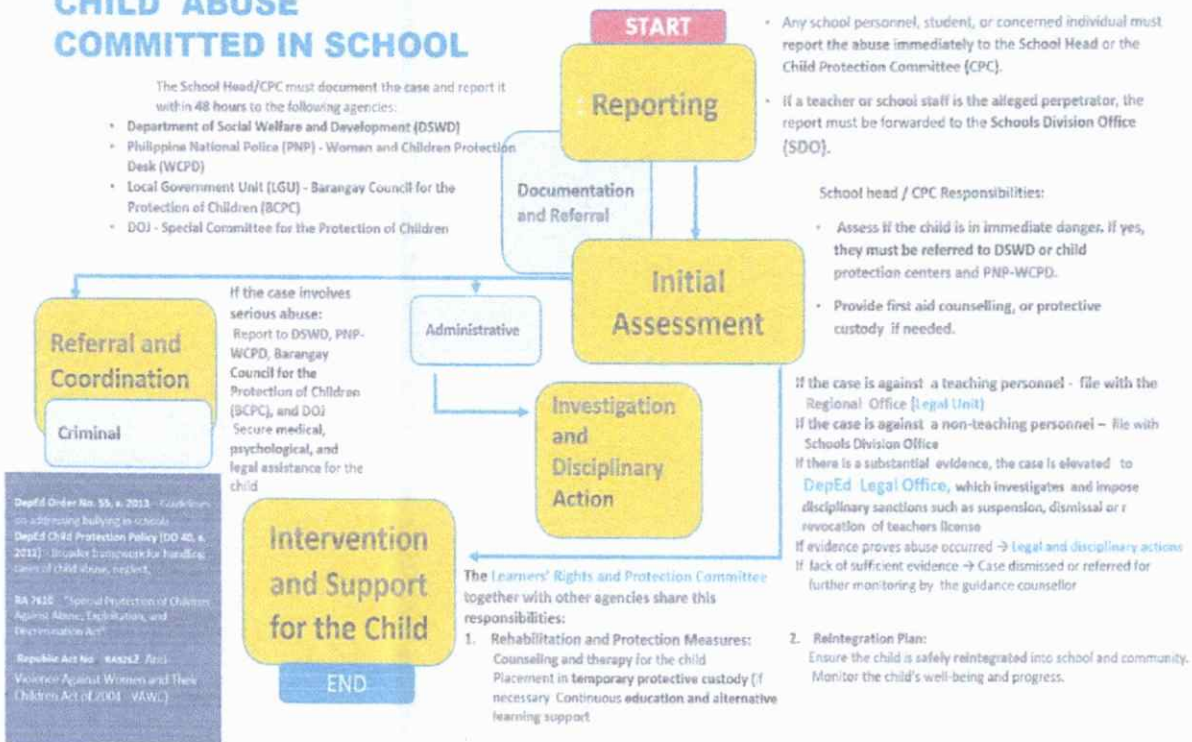
## Flowchart No. 3

### CHILDREN-IN-CONFLICT with-the LAW (CICL)



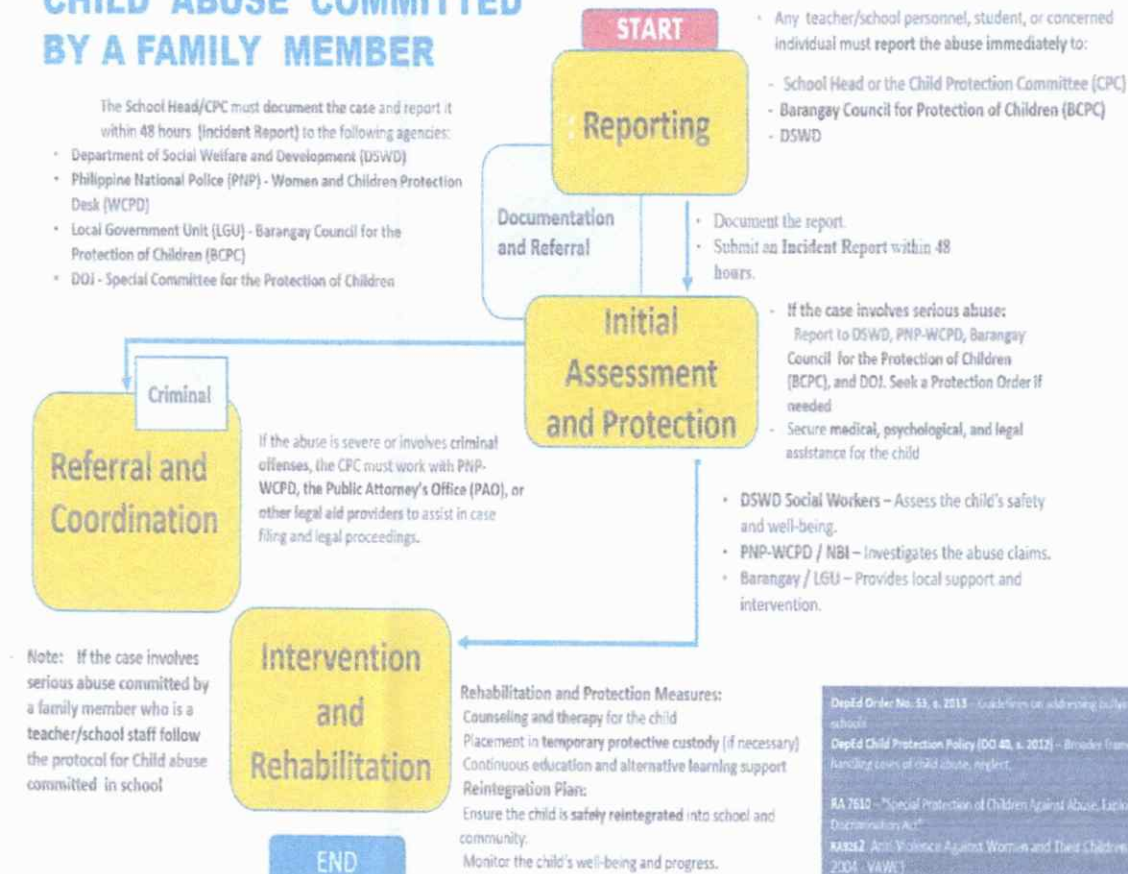
## Flowchart No. 4

### CHILD ABUSE COMMITTED IN SCHOOL



## Flowchart No. 5

### CHILD ABUSE COMMITTED BY A FAMILY MEMBER



DepEd Order No. 53, s. 2015 – Guidelines on addressing bullying in schools

DepEd Child Protection Policy (DO 40, s. 2012) – Broader framework for handling cases of child abuse, neglect.

RA 7610 – "Special Protection of Children Against Abuse, Exploitation, and Discrimination Act"

RA 3822 Anti-Violence Against Women and Their Children Act of 2004 (VAWC)

## Flowchart No. 6

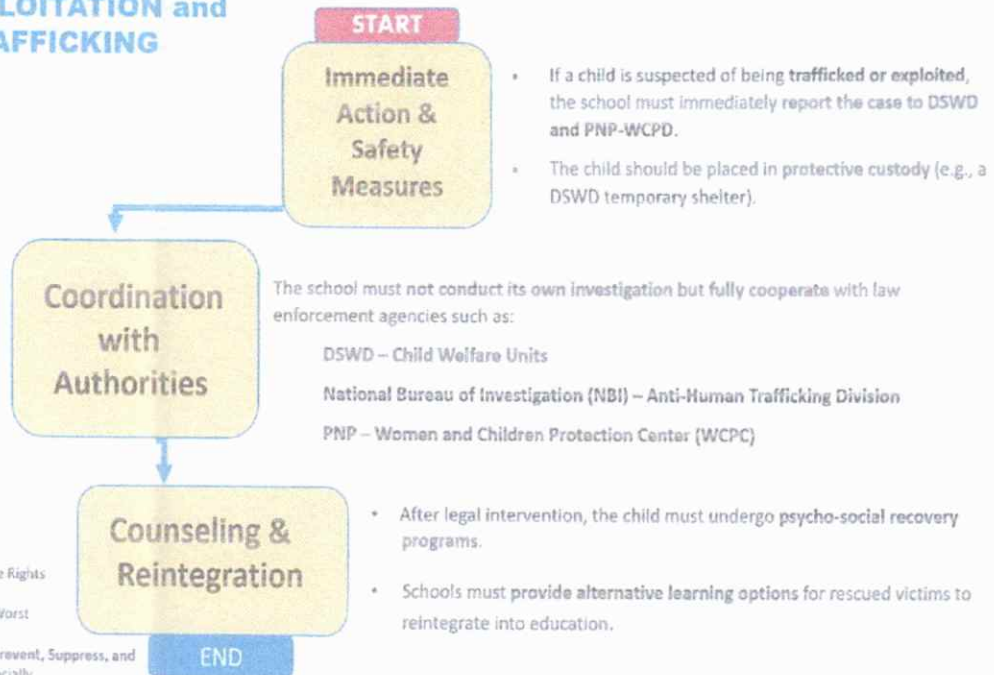
### CHILD EXPLOITATION and HUMAN TRAFFICKING

DepEd Order No. 40, s. 2012  
Child Child Protection Policy  
DepEd Order No. 18, s. 2015  
Guidelines on Protecting Children in School from Abuse, Violence, Exploitation, Discrimination, and Bullying

Republic Act No. 9208 (as amended by R.A. 10964)  
Anti-Trafficking in Persons Act of 2003  
(Expanded by R.A. 10164)  
Expanded Anti-Trafficking in Persons Act of 2012  
Republic Act No. 7610  
Special Protection of Children Against Abuse, Exploitation, and Discrimination Act  
Republic Act No. 9231  
Anti-Child Labor Law of 2003  
Republic Act No. 9773  
Anti-Child Pornography Act of 2009  
Republic Act No. 7877  
Anti-Sexual Harassment Act of 1995  
Republic Act No. 10175  
Cybercrime Prevention Act of 2012

International Legal Frameworks  
United Nations Convention on the Rights of the Child (UNCRC)  
ILO Convention No. 182 on the Worst Forms of Child Labor

Palermo Protocol (UN Protocol to Prevent, Suppress, and Punish Trafficking in Persons, Especially Women and Children)



## Flowchart No. 7

### SEXUAL HARASSMENT

For cases involving teachers, school staff, or students as perpetrators

DepEd Order No. 40, s. 2012  
DepEd Child Protection Policy  
DepEd Order No. 18, s. 2013  
Guidelines on Protecting Children in School from Abuse, Violence, Exploitation, Discrimination, and Bullying  
Republic Act No. 9208 (as amended by R.A. 10364)  
Anti-Trafficking in Persons Act of 2003 (Expanded by R.A. 10364 - Expanded Anti-Trafficking in Persons Act of 2012)  
Republic Act No. 7610  
Special Protection of Children Against Abuse, Exploitation, and Discrimination Act  
Republic Act No. 9231  
Anti-Child Labor Law of 2003  
Republic Act No. 9779  
Anti-Child Pornography Act of 2009  
Republic Act No. 7877  
Anti-Sexual Harassment Act of 1995  
Republic Act No. 10175  
Cyberstalking Prevention Act of 2012  
Republic Act No. 10627  
Anti-Suicidal Act of 2013 (DepEd Order No. 51, s. 2013)

- The DepEd Legal Unit must investigate and recommend proper disciplinary action.
- If the complaint is against a teacher or school personnel, the case must be escalated to the DepEd Regional Office for administrative sanctions.

**START**

**Filing of Complaints**

- A formal written complaint must be submitted to the School Head, CPC, or DepEd Legal Unit.
- Complaints may also be filed with the Division Office or Civil Service Commission (CSC).

**Investigation and Administrative Action**

**Legal Referral**

**END**

- If the case falls under the Anti-Sexual Harassment Act (RA 7877) or Safe Spaces Act (RA 11313), it must be referred to the Department of Justice (DOJ) for prosecution.