



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



July 08, 2025

DIVISION MEMORANDUM

No. 399-2025

CONDUCT OF ANTI-BULLYING CAMPAIGN DURING FLAG CEREMONY

To: Asst. Schools Division Superintendent
All Public School District Supervisors
Education Program Supervisors
Public Elementary and Secondary School Heads
Others Concerned

1. In reference to DepEd Order No. 55, s. 2013 or the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 10627 otherwise known as the Anti-Bullying Act of 2013, to address the issues of bullying in schools, this office reiterates the roles and responsibilities of the schools as contained in the aforementioned DepEd Order (Section 8.4) to wit:

Public and private kindergarten, elementary, and secondary schools through their administrators, principals, and school heads, shall:

- a. Adopt and implement a child protection or anti-bullying policy in accordance with this IRR and submit the same to the Division Office. The anti-bullying policy may be a part of the school's child protection policy;*
- b. Provide students and their parents or guardians copy of the child protection or anti-bullying policy adopted by the school. Such policy likewise be included in the school's student and/or employee handbook and shall be conspicuously posted on the school walls and website, if there is any;*
- c. Educate students on the dynamics of bullying, the anti-bullying policies of the schools as well as the mechanisms for the anonymous reporting of acts of bullying or retaliation;*
- d. Educate parents and guardians about the dynamics of bullying, the child protection or anti-bullying policy of the school and how parents and guardians can provide support and reinforce the said policy at home;*
- e. Devise prevention, intervention, protective, and measures to address bullying;*
- f. Conduct the capacity building activities for guidance counselors/teachers and the members of the Child Protection Committee;*



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- g. *Ensure effective implementation of anti-bullying policy and monitor compliance herewith;*
- h. *Ensure the safety of the victim of bullying, the bully, the bystanders, and determine the students' need for protection;*
- i. *Ensure that the rights of the victim, the bully, and the bystanders are protected and upheld during the conduct of the investigation;*
- j. *Accomplish the Intake Sheet prescribed in "Annex B", whenever there is an incident of bullying, maintain a record of all proceedings related to bullying, and submit reports prescribed in "Annex A," of DepEd Order No. 40, s. 2012, to the Division Office;*
- k. *Maintain a public record or statistics of incidents of bullying and retaliation; and*
- l. *Coordinate with appropriate offices and other agencies or instrumentalities for appropriate assistance and intervention, as required by the circumstances.*

The school principal or any person who holds a comparable role shall be responsible for the implementation and oversight of the child protection and anti-bullying policy.

2. Relative to this, School Heads shall conduct anti-bullying campaign during Flag Ceremony. Information materials & resources shall be released in a separate Memo.
3. Topic(s) relative to bullying and parent support shall be discussed during the Parent Academy.
4. Furthermore, the services of Guidance Counselors, Medical Doctors, and other allied profession can be availed through the Schools Division Learner Rights and Protection Focal:
Jerry C. Ymson, EPS II – 09953629924
Dr. Libeney Sito, MO IV – 09601040280
Eldon Harris B. Soriano, GC III – 09157790062
Augie Perl Simangan, PDO I – 09171708990
5. Immediate dissemination of this Memorandum to all concerned is desired.

SORAYA T. FACULO PhD, CESO VI

7/8/2022 Schools Division Superintendent