

Clv: San-nab



Republic of the Philippines  
Department of Education  
REGION VIII  
SCHOOLS DIVISION OF NORTHERN SAMAR

November 11, 2025

**DIVISION MEMORANDUM**

No. 433, s. 2025

**COLLECTION, CONSOLIDATION, AND VALIDATION OF REPORTED LEARNER RIGHTS AND PROTECTION CONCERNS FOR S.Y. 2024-2025**

To: Office of the Assistant Schools Division Superintendent  
Office of the CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisor/Districts In-Charge  
Public and Private Elementary and Secondary School Heads  
All others concerned

1. Pursuant to the Memorandum issued by Malcom S. Garma, Assistant Secretary and Officer-In-Charge, Office of the Undersecretary for Operations, dated September 17, 2025, and the Regional Memorandum No. 1479 s. 2025, this Office, through the Schools Governance and Operations Division, particularly the Learner Rights and Protection, instructs all schools to undertake the **Collection, Consolidation, and Validation of Reported Learner Rights and Protection Concerns for S.Y. 2024-2025 on or before December 15, 2025**.
2. Thus, all private and public schools must undertake the collection and consolidation of reported learner rights and protection concerns, in strict compliance and conformity with the provisions of Phase I: Collection and Consolidation Process, as set forth therein, to wit:
  - a. **STEP 1:**

Accomplish the School-Based Consolidation Data Sheet accessible through the following link: <https://tinyurl.com/4vhn4sxf>.

Detailed instructions for the completion and submission of the consolidated LRP data are provided in the instructional guide accessible at  
<https://tinyurl.com/InstructionalGuideLRPData2324>
  - b. **Step 2:** Transcribe the accomplished data into the prescribed Google Form corresponding to the grade level, through the following links:

- i. Kindergarten: <https://tinyurl.com/4brr9bzk>
- ii. Elementary: <https://tinyurl.com/2m7m8jab>
- iii. Junior High School: <https://tinyurl.com/35xjr6ch>
- iv. Senior High School: <https://tinyurl.com/5e9ebm4e>

c. **Step 3:** The Central Office (Operations Strand-BLSS-LRPD) shall undertake the consolidation of the submitted data and effect the disaggregation of the number of reported incidents at the Regional and Division Levels. The disaggregated data shall thereafter be transmitted to the concerned field for validation by the duly designated focal persons of the Regional Offices (ROs) and the Schools Division Offices (SDOs).

3. The Public School District Supervisors/Districts In-Charge shall monitor and ensure that all schools within their jurisdiction comply with this collection, consolidation, and validation of reported learner rights and protection (LRP) concerns for school year 2024-2025.

4. For more queries and concerns on this matter, you may contact the Division Learner Rights and Protection, or visit the Social Mobilization and Networking Office.

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

  
**GAUDENCIO C. ALJIBE JR., PhD, CESO VI**  
Schools Division Superintendent

