



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

January 19, 2026

**DIVISION MEMORANDUM**

No. 021, s. 2026

**SUBMISSION OF THE LIST OF SCHOOL CHILD PROTECTION COMMITTEE MEMBERS**

To: Assistant Schools Division Superintendent  
Office of the SGOD and CID  
District Heads  
School Heads  
All others concerned

1. The Office is dedicated to safeguarding the rights and well-being of our learners while ensuring that educational institutions adhere to the directives outlined in DepEd Order No. 40, series of 2012, concerning the child protection policy. The SGOD-Learner Rights and Protection mandates that all schools provide the list of members for the **School Child Protection Committee** from the date of this Memorandum's issuance until February 13, 2026, and submit the list to the Social Mobilization and Networking Office.
2. The purpose of this submission is to determine the number of schools that comply with DO 40, s. 2012, which states that schools must have a Child Protection Committee whose roles and responsibilities are also outlined in said policy.
3. This submission will enable the Division LRP to establish a directory, and in instances where incidents occur involving learners, whether at school or elsewhere, the Office will directly communicate with the school.
4. For the template of this submission, refer to the attached enclosure. Fill out the form legibly.
5. The Division LRP requires the school to submit a hardcopy based on the enclosure. Electronic submission shall not be accepted. Failure to submit the list shall indicate that the school CPC is not functional or CPC in the school is not established.
6. Immediate dissemination and compliance with this Memorandum are desired.

for:

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

DepEd Northern Samar

RELEASED



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By: h1

19 JAN 2026

Note: \_\_\_\_\_

Name of School: \_\_\_\_\_  
 School ID: \_\_\_\_\_  
 District: \_\_\_\_\_

**Child Protection Committee Members**  
 (based on DO. 40, s. 2012)

Composition	Name	Contact (functional)	DepEd Email/Email
Chairperson (School Head)			
Vice Chair (Guidance Counselor/Guidance Designate)			
Teacher Representative			
Parent Representative (PTA)			
Student Representative (SSLG/SELG)		Not required	Not required
Community Representative (Barangay Council for the Protection of Children or the Punong Barangay)			

Prepared by: \_\_\_\_\_  
 Name/Designation or Position

Verified and Approved by: \_\_\_\_\_  
 School Head