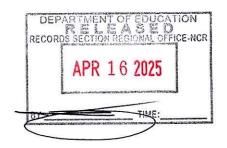


Republic of the Philippines Department of Education NATIONAL CAPITAL REGION



April 16, 2025

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No	3	6	7	s. 2025

To: Schools Division Superintendents

CREATION OF TECHNICAL WORKING GROUP (TWG) ON ANTI-BULLYING

- 1. As one of the key priorities of Department of Education National Capital Region to ensure a safe and protected school environment for learners, a Comprehensive Anti-Bullying Strategic Plan is designed to promote a safe, inclusive, and nurturing learner-centered environment across all schools within region. Anchored on child protection policies and aligned with the Department of Education's commitment to learner well-being, the plan provides a clear framework of evidence-based strategies and actionable timelines.
- 2. In line with this, a Technical Working Group is created to lead the coordination, monitoring, and continuous enhancement of anti-bullying initiatives to ensure long-term impact and sustainability. Please see Annex A for the list of the Members of the Technical Working Group and Annex B for the Terms of Reference for each role.
- 3. The TWG shall immediately convene upon issuance of this Memorandum.
- 4. Immediate dissemination of this Memorandum is desired.

Regional Director, NCR concurrent Officer-In-Charge, Office of the

Assistant Secretary for Operations











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Annex A. Members of the Technical Working Group on Anti-bullying

Role	Designation
Consultant	Asec. Jocelyn DR. Andaya
Chairperson	SDS Alejandro G. Ibañez, SDO Marikina
Co-Chairperson	SDS Sheryll T. Gayola, SDO Pasig
Members	SDS Loreta B. Torrecampo, SDO Las Piñas
	SDS Noel D. Bagano, SDO Valenzuela
	SDS Ma. Evalou Concepcion A. Agustin, SDO
	Makati
Writers/Contributors	ASDS Charlie O. Fababaer, SDO Mandaluyong
	ASDS Jennifer F. Vivas, SDO Marikina
	ASDS Isabelle S. Sibayan, Quezon City
	ASDS Juan C. Obierna, SDO Quezon City
	ASDS Melody P. Cruz, SDO Las Piñas
Legal	Atty. Annaliza G. Esperanza, RO
	Atty. Joylyn P. Dulnuan, RO
Licensed Psychologist and	Leonila C. Mustapha, RO
Guidance Counselor	
Child Protection Specialist	Alberto D. Villamor, SDO Marikina
Secretariat	Leonila C. Mustapha, RO
	Kyle B. Vilgera, LRPO-RO











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Annex B. Terms of Reference

Consultant	 Provides expert advice on national policies and frameworks
	 Ensures alignment with existing DepEd issuances, as well as national laws and regulations
	Endorses major outputs and strategic directions
Chairperson	Leads the planning, implementation, and evaluation of
1	regional anti-bullying initiatives
	Approves work plans, reports, and official
	communications
	Convenes regular committee meetings
	 Represents the committee in inter-agency efforts
Co-Chairperson	Assists the Chairperson in leading the committee
	Takes charge of initiatives in the absence of the Chair
	Supervises implementation progress among SDOs
	 Coordinates with TWGs for policy contextualization
Members	 Provide regional insights and recommendations
	 Support the dissemination and enforcement of anti-
	bullying policies
	 Lead local advocacy campaigns within their divisions
	Contribute to decision-making and evaluation
	processes
Contributors/Writers	 Draft the Regional Anti-Bullying Framework, manuals, and IEC materials
	 Consolidate inputs from consultations and workshops
	 Review DepEd Orders and integrate into regional guidelines
Legal	Ensure all policies and actions are compliant with
	existing laws and DepEd issuances
	 Review legal implications of committee outputs
	 Provide advice on handling serious bullying cases
	 Support training on legal rights and responsibilities
Licensed	 Provides mental health support and psychological
Psychologist and	expertise for case assessment and intervention
Guidance Counselor	planning.
	Implements school-based preventive programs and
	provides support to students involved in bullying.Advises the committee on mental health interventions
	Advises the committee on mental health interventions and emotional support systems.
	 Develops mental health support programs and
	strategies
Child Protection	Ensures that all anti-bullying measures uphold
Specialist	children's rights and are aligned with child protection
	standards.











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	 Promotes restorative justice or positive discipline practices and psychosocial support instead of punitive-only approaches. Provides guidance on how to align anti-bullying measures with external child protection systems (e.g., DSWD, PNP-WCPD, barangay councils). Ensures that the reporting, referral, and response mechanisms in the anti-bullying guidelines include: confidentiality safeguards, timely intervention processes, and protection of all involved parties from retaliation.
Secretariat	 Prepare and disseminate meeting notices, agendas, and minutes. Maintain official records, correspondence, and documentation of the committee. Organize events, trainings, and forums hosted by the committee. Monitor submissions of reports from school divisions and consolidate regional data. Provide technical assistance in encoding, printing, and dissemination of materials. Serve as the communication hub for internal and external stakeholders.







