



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



April 16, 2025

REGIONAL MEMORANDUM

No. 361 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.


JOCELYN DR ANDAYA

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 |
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| 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 Guidance Counselor | Leonila C. Mustapha, RO |
| Child Protection Specialist | Alberto D. Villamor, SDO Marikina |
| Secretariat | Leonila C. Mustapha, RO |
| | Kyle B. Vilgera, LRPO-RO |



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Department of Education
NATIONAL CAPITAL REGION

Annex B. Terms of Reference

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| Consultant | <ul style="list-style-type: none">• 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 | <ul style="list-style-type: none">• Leads the planning, implementation, and evaluation of regional anti-bullying initiatives• Approves work plans, reports, and official communications• Convenes regular committee meetings• Represents the committee in inter-agency efforts |
| Co-Chairperson | <ul style="list-style-type: none">• 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 | <ul style="list-style-type: none">• 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 | <ul style="list-style-type: none">• 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 | <ul style="list-style-type: none">• 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 Psychologist and Guidance Counselor | <ul style="list-style-type: none">• Provides mental health support and psychological expertise for case assessment and intervention planning.• Implements school-based preventive programs and provides support to students involved in bullying.• Advises the committee on mental health interventions and emotional support systems.• Develops mental health support programs and strategies |
| Child Protection Specialist | <ul style="list-style-type: none">• Ensures that all anti-bullying measures uphold children's rights and are aligned with child protection standards. |



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NATIONAL CAPITAL REGION

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| | <ul style="list-style-type: none">• 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 | <ul style="list-style-type: none">• 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. |