



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

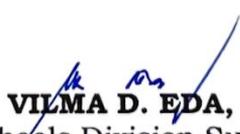
No. 68, s.2025

**SUBMISSION OF BULLYING INCIDENTS INVOLVING LEARNERS AGED THIRTEEN (13)
TO SIXTEEN (16) FOR SCHOOL YEAR 2023-2024**

To: All Public and Private Secondary School Heads
CID Chief
SGOD Chief
All Others Concerned

1. Pursuant to Regional Memorandum No. 203 s. 2025, all public and private schools are mandated to submit data on reported Learner Rights and Protection (LRP) concerns, specifically bullying cases involving learners aged 13 to 16.
2. Submit your reports by completing the MS form and attaching the School-Based Consolidated Data Sheet. Schools must also include supporting documentation for reported bullying incidents, such as incident reports, narrative reports, intervention plans, intake sheets, and other relevant referral documents.
3. All schools can access the MS form through the following links:

LINK FOR SUBMISSION OF REPORTS: <https://tinyurl.com/yhhf7weh>
LINK FOR SCHOOL-BASED CONSOLIDATION: <https://tinyurl.com/27pbxevd>
4. Submit all reports and consolidated reports on or before **February 24, 2025**.
5. For strict compliance.


VILMA D. EDA, CESO V
Schools Division Superintendent



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