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Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2022-<sup>3</sup>fr 080

To : All Public and Private School Heads  
All Child Protection Program Coordinators  
Division Youth Formation Coordinators

Subject : SUBMISSION OF SCHOOL BASED CHILD PROTECTION POLICY  
PROGRAM COMPREHENSIVE ANNUAL PLAN OF ACTION (CAPA)  
FOR S.Y 2022-2023

Date : March 03, 2023

In relation to the recently conducted "Stakeholders Convergence for the Protection and Security of children in Digos City", this office hereby directs all Public and Private Schools to conduct a school-based stakeholders convergence to discuss relevant issues on Child Protection in schools, and coordinate closely with the stakeholders to strengthen the Child Protection Policy Program.

Further, all private and public school heads shall submit a Comprehensive Annual Plan of Action (CAPA) to the Division Child Protection Committee on or before March 10, 2023.

Here is the link for the submission of Comprehensive Annual Plan of Action: [https://drive.google.com/drive/folders/1XV4ZbNYO2RRAY5Ttr95fMiathKi\\_geX5?usp=share\\_link](https://drive.google.com/drive/folders/1XV4ZbNYO2RRAY5Ttr95fMiathKi_geX5?usp=share_link). Likewise, attached also in this link is the CAPA sample template for your reference.

For immediate dissemination and compliance.

**CRISTY C. EPE**

Schools Division Superintendent

*3/10/22*

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**

DATE: MAR 13 2023 TIME: 11:27am

BY: [Signature]



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