



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS

MEMORANDUM
OULLA-2026-2490

TO : ALL REGIONAL DIRECTORS
ALL ASSISTANT REGIONAL DIRECTORS
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : ATTY. FILEMON RAY L. JAVIER
Undersecretary for Legal and Legislative Affairs

SUBJECT : DIRECTIVE TO SUBMIT REPORTS ON ADMINISTRATIVE CASES
FILED AGAINST DEPARTMENT OF EDUCATION PERSONNEL
FROM JUNE 2024 TO PRESENT, ON OR BEFORE 24 AUGUST
2026

DATE :

To foster evidence-based governance and ensure the continuous monitoring and evaluation of progress of formal investigations of administrative cases pursuant to DepEd Order No. 49 s. 2006 or the *Revised Rules of Procedure of the Department of Education in Administrative Cases*, all Regional Directors are requested to submit a report involving DepEd personnel that have been formally investigated from **June 2024 to present.**¹

Accordingly, all *Assistant Regional Directors, Schools Division Superintendents*, and *Assistant Schools Division Superintendents*, together with the *lawyers* of their respective offices, are requested to assist their respective Regional Directors in the preparation and submission of this Report.

In furtherance thereto, a **template**² is enclosed to ensure uniformity and provide guidance in the preparation of the report. Moreover, this Office respectfully requests that a **Complete Staff Work (CSW)** be submitted together with the report, which shall include the following:

A. Total Number of Administrative Cases in DepEd Region	
No. of <i>Teaching Personnel</i> with Formal Charge	XXX
No. of <i>Non-Teaching Personnel</i> with Formal Charge	XXX
TOTAL	XXX

¹ Emphasis supplied.
² Attached as Annex "A".

B. Initial Stage of the Formal Investigation	
With a duly constituted Formal Investigation Committee but has yet to commence	XX
Without a duly constituted FIC but with a Formal Charge	XX
TOTAL	XXX

C. Commencement of the Formal Investigation	
Undergoing formal investigation proceedings before the duly constituted FIC (Pre-hearing, Hearing, for submission of position papers, etc.)	XXX
The formal investigation has formally concluded, where the FIC is drafting/preparing a recommendation or Formal Investigation Report (FIR) to be submitted to the Disciplining Authority.	XXX
The FIR has been submitted to the Disciplining Authority for consideration	XXX
A Decision has been rendered by the Disciplining Authority.	XXX
TOTAL	XXX

D. Subject for Motion for Reconsideration, Appeal, or Confirmation	
The Decision is subject for Motion for Reconsideration or Appeal.	XXX
The Decision was submitted for confirmation to the Office of the Secretary through the Office of the Undersecretary for Legal and Legislative Affairs	XXX
TOTAL	XXX

To facilitate efficient coordination of the required information, this Office hereby requests that the CSW include accessible [link](#)³ to the excel file.

Accordingly, all Regional Directors are directed to submit the requested report together with the CSW to this Office on or before **24 August 2026** at oula@deped.gov.ph, leahd@deped.gov.ph, and ls.invesdiv@deped.gov.ph.

For questions or clarifications, please send an email at ls.invesdiv@deped.gov.ph.

For your appropriate action and strict compliance.

No.	Date of Formal Charge	Docket No.	Name of the Respondent/s (Include the designation)	Charge[s]	Brief Overview of the case	Formal Investigation Committee (Include the designation)	Status
1.							
2.							
3.							

Status shall indicate either of the following:

- a. With a duly constituted Formal Investigation Committee but has yet to commence; or
- b. Without a duly constituted FIC but with a Formal Charge; or
- c. Undergoing formal investigation proceedings before the duly constituted FIC (Pre-hearing, Hearing, for submission of position papers, etc.); or
- d. The formal investigation has formally concluded, where the FIC is drafting/preparing a recommendation or Formal Investigation Report (FIR) to be submitted to the Disciplining Authority; or
- e. The FIR has been submitted to the Disciplining Authority for consideration; or
- f. A Decision has been rendered by the Disciplining Authority;
- g. The Decision is subject for Motion for Reconsideration or Appeal; or
- h. The Decision was submitted for confirmation to the Office of the Secretary through the OULLA.

*Please note that each respondent shall be counted separately, even if several respondents are included in a single Formal Charge.