



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

DIVISION MEMORANDUM
No. 222, s. 2025

JUN 04 2025

**LEGAL AID CARAVAN FOR SDO BATAAN BY THE INTEGRATED BAR
OF THE PHILIPPINES – BATAAN CHAPTER**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
All Others Concerned

1. This Office informs the field that the Integrated Bar of the Philippines – Bataan Chapter will be conducting a Legal Aid Caravan on **June 11, 2025, from 8:00 A.M. to 1:00 P.M., at the Bulwagan ng mga Bayani at Banal (BBB)**, Schools Division Office of Bataan, Kabukiran St., Calaylayan, Abucay, Bataan.
2. Teaching and non-teaching personnel are encourage to participate in the event and take advantage of the legal lectures, one-on-one consultations on personal and work-related concerns, and other services offered by the IBP-Bataan Chapter.
3. For the legal lectures, a maximum of one hundred twenty (120) participants will be attending. Each district is requested to submit a list of ten (10) participants to attend the lectures. The lists must be submitted by the Public Schools District Supervisors to the Division Legal Unit on or before **June 9, 2025**.
4. For the simultaneous one-on-one consultations, all teaching, teaching-related, and non-teaching personnel from the Division Office and schools may avail themselves of the said service on the same day.
5. Expenses relative to the conduct of this activity shall be charges against MOOE or other local funds, subject to the usual accounting and auditing rules and regulations.



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6. This Memorandum serves as the travel authority for the participants.
7. Attached herewith is the Memorandum issued by the Integrated Bar of the Philippines for your reference.
8. Immediate dissemination of this Memorandum to all concerned is enjoined.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

FILE COPY



MAY 22 2025

[Signature]

Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

May 19, 2025

ATTY. JOSE MICHEAL P. OPERATION

President,
Integrated Bar of the Philippines,
Bataan Chapter

S I R:

This refers to the letter of Atty. Jose Perpetuo M. Lotilla, National Executive Director, Integrated Bar of the Philippines, dated April 2, 2025 for the conduct of the Legal Aid Caravan for DepEd Teaching and Non-Teaching Personnel for the Schools Division of Bataan on May 23, 24 and/or 25, 2025.

In view thereof, this Office interposes No Objection on the conduct of the activity. However, instead of the above mentioned dates, which are simultaneous with other DepEd activities, the undersigned respectfully requests that the Legal Aid Caravan be held during Brigada Eskuwela on June 11, 2025.

Thank you very much.

Sincerely,

[Signature]
CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent *[Initials]*

Integrated Bar of the Philippines
BATAAN CHAPTER
(Chief Justice Cayetano L. Arellano)

RECEIVED
22 MAY 2025

BY: *[Signature]*
TIME: 12:45 PM



INTEGRATED BAR OF THE PHILIPPINES

@50: CONTINUING THE LEGACY OF TOUCHING LIVES AND MAKING A DIFFERENCE

2023 - 2025

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MEMORANDUM

To : All IBP Governors and Chapters Presidents

From : **ATTY. JOSE PERPETUO M. LOTILLA**
National Executive Director

Subject : **Simultaneous Legal Aid Caravans for DepEd Teaching and Non-Teaching Personnel (May 2025)**

Date : **02 April 2025**

Dear Governors and Chapter Presidents,

Greetings!

In coordination with the Department of Education (DepEd), the Integrated Bar of the Philippines, through its National Center for Legal Aid (NCLA), will be conducting Simultaneous Legal Aid Caravans for DepEd teaching and non-teaching personnel. This activity forms part of our mandate under the IBP-DepEd Memorandum of Agreement and aims to promote access to legal aid services for our educators across the country.

DATES OF IMPLEMENTATION:

The Legal Aid Caravans shall be conducted on **May 23, 24, and 25, 2025**. Each IBP Chapter is requested to **select one (1) date** within this period for implementation in coordination with the concerned DepEd Regional and Division Offices.

SERVICES TO BE OFFERED:

- Legal Lectures** - Based on topics requested by DepEd personnel. Chapters are encouraged to prepare lecture materials accordingly.
- One-on-One Legal Consultations** - Addressing personal and work-related legal concerns.
- Other Services (Chapter-Dependent)** - Chapters may opt to include other community services such as gift-giving, free haircuts, or wellness booths depending on their capacity and resources.

Please be advised that a List of DepEd Regional and Division Offices is attached for your reference. Chapters are requested to initiate coordination with their respective DepEd counterparts. DepEd has been advised to identify 2-3 schools per division to serve as potential venues for the caravans.



INTEGRATED BAR OF THE PHILIPPINES

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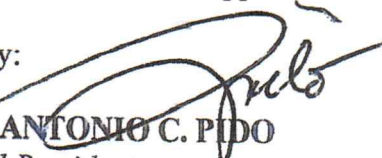
Chapters are also requested to designate a focal person for coordination and implementation of the activity. Kindly inform the NCLA of your selected date and designated focal person by emailing legalaids@ibp.ph or contacting Mr. Kurt Irvin C. Bermejo at 0949-601-8758.

Thank you, as always, for your commitment to public service and access to justice.

Best regards,


ATTY. JOSE PERPETUO M. LOTILLA
National Executive Director
Integrated Bar of the Philippines

Noted by:


ATTY. ANTONIO C. PIDO
National President
Integrated Bar of the Philippines