



Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF LANA DEL NORTE
Gov. A. Quibranza Prov'l. Gov't. Compound
Pigcarangan, Tubod Lanao del Norte
(063)227 – 6633, (063)341 – 5109
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DIVISION MEMORANDUM

No. 121 s. 2021

TO : SGOD PERSONNEL
DIVISION WINS TWG
ELEMENTARY / SECONDARY SCHOOL PRINCIPALS/SCHOOL HEADS
SCHOOL WINS COORDINATORS
ALL OTHERS CONCERNED
This Division

FROM : *[Signature]*
EDILBERTO L. OPLENARIA, CESO V
Schools Division Superintendent

SUBJECT : MONITORING, EVALUATION AND REVALIDATION OF SCHOOLS
WITH THREE STAR RATINGS IN THE WATER SANITATION AND HYGIENE
IN SCHOOLS

DATE : October 12, 2021

1. **DepEd Order No.10 s. 2016** Policy and Guidelines for Comprehensive Water Sanitation and Hygiene in Schools (WINS) Program, is intended for the promotion of correct hygiene and sanitation practices among school children and a clean environment in and around schools to keep learners safe and healthy. This has been supported by DepEd Memo.No. 68, s. 2021
2. Relative to the above national issuances, there will be a Monitoring, Evaluation and Revalidation of schools that obtained 3-Star ratings based on the WINS Online Monitoring System on Oct.25-26 ,2021.
3. Attached are the WINS Monitoring Form and List of Schools that are qualified for validation.
4. Immediate and wide dissemination of this Memorandum is highly directed.

#GO100



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LIST OF SCHOOLS THAT ARE QUALIFIED FOR VALIDATION BASED ON ONLINE MONITORING SYSTEM 2020

FOR ELEMENTARY :

1. FAUSTO ALVIA ELEMENTARY SCHOOL
2. KAPATAGAN EAST CENTRAL SCHOOL
3. STA CRUZ ELEMENTARY SCHOOL
4. PANTAR CENTRAL ELEMENTARY SCHOOL
5. PANTAR WEST PRIMARY SCHOOL
6. GUILLERMO ABUGAN ELEMENTARY SCHOOL
7. MALINGAO CENTRAL SCHOOL

FOR SECONDARY:

1. DALAMA INTEGRATED SCHOOL
2. DIEGO PATIGAYON NATIONAL HIGH SCHOOL
3. KAPATAGAN NATIONAL HIGH SCHOOL
4. PLACIDA MELQUIABAS NATIONAL HIGH SCHOOL



Department of Education
REGION X – NORTHERN MINDANAO
WASH IN SCHOOL (WinS) MONITORING FORM

Instruction: Fill-up the spaces provided correctly and completely. This form shall be accomplished by the School Head or any authorized representative from the school.

A. SCHOOL PROFILE

Date: _____ School Year: _____

Name of School: _____ School ID Number: _____

District: _____ Division: _____

Complete School Address: _____

Name of School Head: _____ Contact No.: _____

Total Enrolment:

	Male	Female	Total
Shift 1			
Shift 2			
Shift 3			

B. WATER ACCESS

1. Does the school provide safe drinking water?

- ☐ All the time
☐ Yes, but supply is not regular
☐ No drinking water in school

2. Is the drinking water provided by the school for free?

☐ Yes

☐ No

3. What mechanisms are used to ensure learners have safe drinking water?

- ☐ Teachers ask the learners to bring their own drinking water to school.
☐ Safe water in refillable container are provided in designated areas within the school.
☐ Water from an accessible water source is boiled.
☐ Water from an accessible water source is filtered.
☐ Others _____

4. In the previous week, how often is water for daily handwashing, bathing and cleaning of toilets available in the school regardless of source? (Includes water delivered to the school or collected from rain).

- ☐ Available only on certain days of the week.
☐ Available daily but only on certain hours.
☐ Available daily for 24 hours.

5. Does the school coordinate with LGU or water district to test the quality of water? ☐ Yes ☐ No

6. How many times was the quality of water tested in current calendar year? _____

C. SANITATION

7. How many toilet seats are available for children / students in the school?

Do not include toilet seat for teachers.

	Male	Female	Shared/Communal	Total
Functional				
Not functional				

8. Are toilets secure, private and have door with lock?

☐ Yes

☐ No

Do toilets have lighting?

☐ Yes

☐ No

Do toilets have adequate ventilation?

☐ Yes

☐ No

9. Do toilets for girls have wrapping materials for used sanitary pads?

☐ Yes

☐ No

10. How many toilets for girls have washing facility inside the toilets? _____

11. Are detached toilets for girls within view of school building and people?

☐ Yes

☐ No

12. Are there toilet/s designated for person with limited mobility?

☐ Yes

☐ No

(These toilets must have ramp, railing and adequate space for wheelchair)

13. How often are the sanitation facilities cleaned?

☐ Daily

☐ Once a week

☐ At least twice a week

☐ Less than once a week

14. Does the school burn its waste?

☐ Yes

☐ No

15. Are segregated trash bins with cover available in the following areas?

☐ Classrooms

☐ Offices

☐ Gardens

☐ Toilets

☐ Clinics

☐ Hallways

☐ Canteens

☐ Play areas

☐ Gyms / Stage

16. Is waste segregation being practiced in school?

☐ Yes

☐ No

17. Does the school have policies / sanctions which promote the practice of waste segregation?

☐ Yes

☐ No

18. How regular is garbage being collected from the school?

☐ Daily

☐ Once a week

☐ No collection

☐ 2-3 times a week

☐ Less than once a week

19. Does the school have a compost pit for biodegradable waste?

☐ Yes

☐ No

20. Does the school have refuse pit for non-biodegradable waste?

☐ Yes

☐ No

21. Does the school have a materials recovery facility (MRF)?

☐ Yes

☐ No

22. Do all toilets in the school have functional septic tanks/s?

☐ All

☐ Some

☐ None

23. Does the school have a functional drainage from the kitchen and waste areas to ensure that there is no stagnant water?

☐ Yes

☐ No

24. In the past year, did the school experience any floods?

☐ Yes

☐ No

25. Does the school adopt the following mechanisms to address the stagnant water?

☐ Pumping out of water

☐ Soak pit

☐ Filling of stagnant water

☐ Treatment of stagnant water to prevent breeding of mosquitoes

26. Does the school have canteen?

☐ Yes

☐ No

27. Does the school canteen have sanitary permit?

☐ Yes

☐ No

28. Do food handlers practice the following food safety measures?

- ☐ Wearing of hairnet, gloves, masks and apron
☐ Handwashing
☐ Segregation of dry and wet food materials

29. Have all food handlers been oriented on food safety measures?

☐ All

☐ Some

☐ None

30. Do all food handlers in the school have health certificates?

☐ All

☐ Some

☐ None

D. HYGIENE

31. How many times in a week is group handwashing with soap conducted for all children in the school? (only for elementary) _____

32. What is the extent of student participation in supervising group handwashing? (only for elementary)

- ☐ Students are participants supervised by teachers
☐ Students assist teachers in supervising handwashing activities
☐ Students are assigned to lead handwashing activities

33. How many group handwashing facilities are available in the school? (count by increments of 10 water outlets) _____

34. What is the total number of water outlets in all the group handwashing facilities? _____

35. Is there a regular supply of soap for handwashing?

☐ Yes

☐ No

36. Are handwashing facilities with soap available in the following areas?

- ☐ Classrooms
☐ Play areas
☐ Agricultural areas (eg. Gulayan, livestock area)
☐ Toilets
☐ Clinics
☐ Canteen/Eating Areas
☐ Laboratories

37. Do children perform individual handwashing the following times?

- ☐ Before meals
☐ After cleaning activities
☐ After handling soil and animals
☐ After using the toilet
☐ After playing in the playground

38. How many times in a week is group toothbrushing with flouride conducted for all children in the school? _____

39. What is the extent of student participation in supervising group toothbrushing

- ☐ Students are participants supervised by teachers
☐ Students assist teachers in supervising toothbrushing activities
☐ Students are assigned to lead toothbrushing activities

40. Is there a regular supply of toothbrush and toothpaste for toothbrushing?

☐ Yes

☐ No

41. Are the repair and maintenance requirements for WASH facilities reflected in the following:

- ☐ School improvement plan (SIP)
☐ Annual improvement plan (AIP)

42. What are the sources of funds for Wins Supplies? Please check all that apply.

	School MOOE	Private donations	PTA	LGU Funds	Children bring their own
Soap					
Toothbrush					
Toothpaste					
Cleaning materials/supplies for toilets					
Repair and maintenance					

43. Where can learners avail of sanitary pads?

☐

School Canteen

☐

Guidance Office

☐

Others

☐ School Clinic

☐ Class Adviser/Teacher

44. Is there information on proper disposal of sanitary napkins in the girls' toilet?

☐ Yes

☐ No

45. Are there DepEd Approved Instructional materials on Menstrual Health for Teachers?

☐ Yes

☐ No

46. Are there DepEd Approved Information, Education and Communications (IEC) materials on Menstrual Health for Students?

☐ Yes

☐ No

47. Is there a designated rest space/changing room for girls with menstrual discomfort?

☐ Yes

☐ No

E. DEWORMING

48. Is deworming done semi-annually?

☐ Yes

☐ No

49. What is the total number of students dewormed?

☐ Yes

☐ No

F. HEALTH EDUCATION

50. Which areas in the school have IEC materials for WinS?

	Hygiene	Menstrual Health	Sanitation	Food safety
Bulletin board				
Classrooms				
Toilets				
Handwashing facilities				
Canteen/Eating areas				

51. Are there organized structures (eg. TWGs, student clubs) to promote WinS?

☐ Yes

☐ No

52. Is WinS a part of INSET?

☐ Yes

☐ No

53. Are learning materials available for teaching WinS?

☐ Yes

☐ No

54. Is WinS being advocated in the GPTCA assembly?

☐ Yes

☐ No

55. Are there planned and organized activities for advocating WinS to parents / stakeholders?

☐ Yes

☐ No

56. Is WinS part of the co/extra-curricular program for students?

☐ Yes

☐ No

Checked & Evaluated by:

Printed Name & Signature: _____

Date: _____

Position: _____

Certified True & Correct by:

Printed Name & Signature: _____

Date: _____

School Head

Position: _____

Department of Education
Region X – Northern Mindanao

CHECKLIST TO ASSESS THE READINESS FOR SAFE RETURN TO SCHOOL

Division of _____

CORE Questions			
		Yes	No
	'Stay home, when not feeling well' policy in place?		
1	Is strict 'stay home when not feeling well' policy in place?		
2	Is protocol on self-check-up for all prior to entering the school premises in place?		
3	Does the school have temperature scanner (or thermogun) to check all school entrants?		
4	Does the school have an establish linkage with the health sector at community level for updates and contact tracing?		
	Protective Equipment	Yes	No
5	Does the school ensure learners have personal hygiene kit (hand sanitizer and face mask)?		
6	Is a strict policy on wearing face mask in place according to Required Health Standards of DepEd?		
	Access to Handwashing Facilities	Yes	No
7	Does the school have enough handwashing facilities to enable handwashing for all learners, teachers, and other staff at:		
	a. School entrance (or exit)?		
	b. Toilets?		
	c. School canteen?		
8	Is water for cleaning and regular handwashing available?		
	a. From source on school premises		
	b. With support of parents and community		
9	Is the supply of soap enough to allow each students and staff to wash their hands at least 5 times a day?		
	Regular Cleaning / Disinfection and Waste Management	Yes	No
10	Is there enough supply of the following materials to ensure daily cleaning and disinfecting of toilets and frequently touched surfaces in accordance with standards:		
	a. Detergent?		
	b. Bleach (sodium hypochlorite)?		
	c. Sponges?		
	d. Toilet brush?		
	e. Dipper and Bucket (for flushing)		
	f. Gloves and face mask (for cleaners)?		
11	Does the school have a management system in place using checklist for cleaning and disinfection?		
	a. Frequently touched surface (e.g., door handles, railing, etc.)		
	b. Classrooms and offices		
	c. Toilets		
12	Does the school have enough manpower to ensure daily cleaning and disinfecting of toilets and high touch surface are done according to standards?		
13	Are waste bins with covers available in classrooms, toilets, and playground?		
14	Is waste management system in place to ensure trash bins are emptied on a daily basis?		

	Maintaining Physical Distancing	Yes	No
15	Do the handwashing facilities allow children to maintain physical distancing?		
16	Are classroom desks arranged at least 1 meter apart or in accordance with government recommendations?		
17	Are one-way route systems established through the presence of markers, signages or arrows?		
	Access to IEC materials	Yes	No
18	Have students, teachers and staff received an orientation on COVID-19 infection disease transmission and the ways of prevention?		
19	Are IEC materials (i.e., posters, brochures, nudges) available at visible locations:		
	a. Proper Handwashing?		
	b. Sneezing / Coughing or Respiratory etiquette?		
	c. Maintaining physical distancing?		
	d. Proper wearing of face mask?		
	Other measures	Yes	No
20	Does the school ensure that the following communal space are properly ventilated:		
	a. Classrooms?		
	b. Toilets?		
	c. School canteen?		
21	Does the school set-up foot baths with disinfectants at entrance of schools?		
22	Does the school have a monitoring team or focal person to ensure that the protocols are regularly followed?		

Checked and evaluated by:

Printed name and signature: _____ Date: _____

Position: _____

Certified True & Correct by:

Printed Name & Signature: _____ Date: _____

School Head

Position: _____