



Republic of the Philippines  
Department of Education  
National Capital Region

## SCHOOLS DIVISION OFFICE CITY OF MUNTINLUPA

### DIVISION MEMORANDUM

No. 087, s. 2017

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisor, School Governance and Operations Division  
Chief Education Supervisor, Curriculum Implementation Division  
Administrative Officer V  
Public Elementary and Secondary School Principals/OICs

13 June 2017  
DepEd - MUNTINLUPA  
RELEASED at  
DATE 6/14/17

### ORIENTATION ON DEPED'S WINS (COMPREHENSIVE WATER, SANITATION AND HYGIENE IN SCHOOLS) PROGRAM

This Office announces the conduct of the orientation on the policy and guidelines on Comprehensive Water, Sanitation and Hygiene in Schools under the WINS Program of the Department of Education on June 21, 2017 from 8:30 AM to 4:00 PM at the SDO Activity Center, 4<sup>th</sup> Floor, SDO-Muntinlupa City.

The participants to the aforementioned activity are the school heads and their WINS Coordinators, and all the Public School District Supervisors.

Attached are the Training Matrix and the list of Technical Working Committee members, other staff, and participants.

Each school is enjoined to bring the following:

- Copy of the latest SIP and AIP
- Enrolment Report as of June, 2017
- Inventory of physical facilities (toilets with lock, door, ventilation and lighting, toilets for limited mobility, individual and group handwashing facilities, faucets/water outlets )
- Copy of the Report on Deworming (1<sup>st</sup> and 2<sup>nd</sup> rounds: July, 2016 and January, 2017)
- Laptop, pocket wifi, and extension cord

Immediate and wide dissemination of this Memorandum is desired.

  
**MAURO C. DE GULAN, Ed.D.**  
Schools Division Superintendent



## Training Matrix

Time	
8:00-8:30 AM	Registration
8:31-9:00 AM	Opening Program
9:01-10:00 AM	DepEd Order No. 10, s. 2016 (Dr. Zoren Pepito Gubalane)
10:01-11:00 AM	The 3-Star Approach (Overview of the integrated mechanism, process, rating and report, and recognition) (Mrs. Rochelle Jimenez)
11:01 AM-12:00 NN	Translation of the Standards of the 3-Star Rubrics (Ms. Nerissa Lomeda)
12:00 NN-1:00 PM	Lunch
1:01-3:00 PM	Workshop: On-Line Monitoring System (Mrs. Ma. Teresa Indap)
3:01-4:00 PM	Action Planning (Ms. Nerissa Lomeda)
4:01-4:30 PM	Clearing House and Closing Program

## Persons Involved

WINS TWG	Chair	Dr. Mauro C. De Gulan
	Members	Mr. Noel D. Bagano
		Mrs. Nerissa Lomeda
		Mrs. Ma. Theresa S. Indap
		Mrs. Rochelle A. Jimenez
		Dr. Zoren Pepito L. Gubalane
		Mrs. Phoebe R. Arroyo
		Engr. Renante L. Tejada
		Mrs. Madeline L. Diaz
		Dr. Remedios R. Cunanan
		Mr. Eduardo L. Kondo
		Dr. Florante C. Marmeto
		Councilor Stephanie Teves
		Captain Walter Arcilla
		Amar Jit Singh
		Rotary Club of Alabang
SDO QAME Staff-in-Charge		Mr. Joseph D. Nilo
Secretariat		Mrs. Maripaz M. Lavin
		Dr. Maricel R. Subida
Participants		6 PSDS
		24 Principals
		24 WINS Coordinators
		2 from City Health Office
Total		75

## Working Committees:

Program:	Mrs. Phoebe R. Arroyo
Documentation:	Mrs. Ma. Teresa S. Indap
Accommodation:	Dr. Zoren Pepito L. Gubalane
Food and Materials:	Mrs. Rochelle A. Jimenez
Registration:	Mrs. Cecilia Claudel



## **A PROJECT PROPOSAL FOR THE CASCADE OF THE WINS PROGRAM**

### **I. Project Title: Cascade of the WINS Program**

### **II. Rationale**

DepEd Order No. 10, s. 2016 (Policy and Guidelines for the Comprehensive Water, Sanitation and Hygiene in Schools (WINS) Program) mandates 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.

The policy aims to ensure correct knowledge and understanding among learners of effective hygiene and sanitation projects; improve equitable access to safe water, adequate toilets, and handwashing facilities; improve hygiene and sanitation practices among the learners to enable them to develop life-long positive hygiene and sanitation behaviors; ensure that the schools are kept clean and safe through school-based solid waste management, proper drainage, the elimination of breeding grounds for mosquitoes to prevent vector-borne diseases, and food sanitation; and engage public and private partners for program implementation and sustainability.

### **III. Objectives:**

This cascade aims to:

- equip the schoolheads and their coordinators with functional knowledge of the WINS Program and its implementation cycle
- guide schools to develop their action plan in implementing the WINS Program
- guide the schools in conducting self-assessment using the standard tool
- develop a list of potential effective solutions to address the gaps/challenges relative the WINS Program

### **IV. Details**

- **Orientation and Workshop**  
Date: June 21, 2017 (8:30 am-4:00 pm)  
Venue: SDO Activity Center, 4<sup>th</sup> Floor

**Persons Involved**

SD WINS TWG	Chair	Dr. Mauro C. De Gulan
	Members	Mr. Noel D. Bagano
		Mrs. Nerissa Lomeda
		Mrs. Ma. Theresa S. Indap
		Mrs. Rochelle A. Jimenez
		Dr. Zoren Pepito L. Gubalane
		Mrs. Phoebe R. Arroyo
		Engr. Renante L. Tejada
		Mrs. Madeline L. Diaz
		Dr. Remedios R. Cunanan
		Mr. Eduardo L. Kondo
		Dr. Florante C. Marmeto
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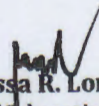
**V. Budgetary Requirement**

Food (AM snack, lunch, PM snack)	75 persons X P250.	P18,750.
Materials	30 pieces of DVDs X P20.	P600.
TOTAL		<b>P19,350.</b>


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Prepared by:

  
**Nerissa R. Lomeda**  
Chief Education Supervisor, SGOD

Approved:

  
**MAURO C. DE GULAN, Ed.D.**  
Schools Division Superintendent