



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VI (Bicol)
SCHOOLS DIVISION OFFICE OF CATANDUANES
Virac, Catanduanes

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DepEd, Division of Catanduanes
RECORDS SECTION
Date MAR 01 2017
Time: 2:55 PM
Initial/Signature: [Signature]

Division Memorandum
No. 44, s. 2017

TO : Chiefs, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All Concerned

FROM : 
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

SUBJECT : **Division Orientation and Planning Workshop on the Implementation of "Policy Guidelines for the Comprehensive Water, Sanitation and Hygiene in Schools (WinS) Program"**

DATE : February 24, 2017

1. In compliance with the provisions of DepEd Order No. 10, s. 2016 dated February 19, 2016, this Office shall conduct a **2-day Live-out Orientation and Planning Workshop on the Implementation of "Policy Guidelines for the Comprehensive Water, Sanitation and Hygiene in Schools (WinS) Program"** on March 9 – 10, 2017 at SDO Conference Hall A.
2. The objectives of this activity are the following:
 1. Understand task requirements for the Schools Division Office (SDOs) and schools to effectively manage WinS Program;
 2. Identify content knowledge and processes for schools to manage WinS; and
 3. Map out orientation plan for WinS rollout to every district.
3. The participants to this activity are the following:

Public Schools District Supervisors
Central School Head & Key Teacher

Non-central School Head & Key Teacher (one per district/I.T. Literate) } *To be identified by the PSAs.*
Secondary School Head & Key Teacher (one per district/ I.T. Literate)

SDO Participants

- CID Representative
- Division Health Personnel
- SEPS, Planning and Research
- PDO II – DRRM
- LGU (Chair, Comm. On Education) (one per municipality)
- Representative of School Heads (PESPA President)
- Division PTA Federation President
- Good Neighbors Int'l. Representative

4. No registration fee shall be collected. Training materials and meals for two (2) days (AM/PM snacks and lunch) shall be charged against Division Funds while travel expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
5. Participants are advised to bring at least one (1) laptop computer, pocket wifi and an extension wire from each district.
6. Enclosed is the training matrix.
7. For information, guidance and compliance.

Division Orientation and Planning Workshop on the Implementation of "Policy Guidelines for the Comprehensive Water, Sanitation and Hygiene in Schools (WinS) Program"

March 9-10, 2017
SDO Conference Hall A

Division WinS Program Technical Working Group

- Chairman : **Socorro V. Dela Rosa, CESO VI**
Schools Division Superintendent
- Co-Chairman : **Bernie C. Despabiladero**
OIC, Assistant Schools Division Superintendent
- Members : **Miguel C. Ogalinola** **Josefa V. Zape**
Chief, SGOD Chief, CID
- Rodger A. Matienzo** **Maria Audrea L. Vivo**
Engineer III, Education Facilities PDO II, DRRM
- Amylou B. Celso** **Ruben Jose Tria**
Dentist II, School Health School Principal I, PESPA President
- Sarah S. Chiong** **Atty. Louie Guerrero**
SEPS, Monitoring & Evaluation Division PTA Federation President
- Raquel L. Pahuyo** **LGU Representative (Chairman,**
SEPS, Planning & Research **Committee on Education)**
- Marife B. Brequillo** **Active Wash NGO (Good**
EP Specialist II, Soc. Mobilization **Neighbors' International**
 Representative)

TECHNICAL WORKING COMMITTEE

- Registration/Attendance : Amylou Celso / Sarah Chiong
- ICT/Documentation : Achilles V. Alberto
- Program/Certificates : Marife B. Brequillo
- Hall Preparation : Maria Imelda Abejo/Pureza Isidoro/
Sheryl Cambonga

Division Orientation and Planning Workshop on the Implementation of "Policy Guidelines for the Comprehensive Water, Sanitation and Hygiene in Schools (WinS) Program"

March 9-10, 2017 / SDO Conference Hall A

PROGRAM OF ACTIVITIES

DAY 1 (March 9, 2017)

| Time | Activities | Learning Resource Provider |
|----------------|---|--|
| 7:30-8:30 AM | Registration | |
| 8:30-9:00 AM | Opening Program | |
| 9:00-9:45 AM | <ul style="list-style-type: none"> Program Objectives and Overview | Miguel C. Ogalinola SGOD Chief |
| 9:45-10:00 AM | <ul style="list-style-type: none"> Topic 1 "WinS Policy and Its Implication" | |
| 10:00-10:45 AM | <ul style="list-style-type: none"> Health Break Topic 2 "Overview of the Enablers of the WinS Policy Implementation" | Rodger A. Matienzo Engineer III |
| 10:45-12:00 NN | <ul style="list-style-type: none"> Topic 3 "Steering Structure at each level" | Dr. Josefa V. Zape CID Chief |
| 12:00-1:00 PM | <ul style="list-style-type: none"> • Tasks & Composition Lunch Break | |
| 1:00-1:30 PM | <ul style="list-style-type: none"> Topic 4 "Concept of the Three-Star Approach (TSA)" | Marife B. Brequillo Educ. Prog. Specialist II SocMobNet |
| 1:30-2:30 PM | <ul style="list-style-type: none"> Topic 5 "Translation of the Standards in a Three-Star Rubrics" | Dra. Amylou B. Celso Dentist II |
| 2:30-5:00 PM | <ul style="list-style-type: none"> • Water • Hygiene • Sanitation • Deworming • Health Education Topic 6 "Three Star Approach (TSA) • Overview of the Integrated Mechanism • Process • Rating and Report • Recognition | Sarah S. Chiong SEPS, SMM & E |

DAY 2 (March 10, 2017)

| Time | Activity | Learning Resource Provider |
|----------------|---|---|
| 7:30-8:30 AM | MOL | Group In-Charge |
| 8:30-9:30 AM | <ul style="list-style-type: none"> Topic 7a "TSA Monitoring System for Schools" • Tool | Marife B. Brequillo Educ. Prog. Specialist II SocMobNet |
| 9:30-9:45 AM | Health Break | |
| 9:45-11:00 AM | <ul style="list-style-type: none"> Hands-on Practice (Continued) • Data Submission • Report Generation | Marife B. Brequillo Educ. Prog. Specialist II SocMobNet |
| 11:00-12:00 NN | <ul style="list-style-type: none"> Topic 7b "TSA Monitoring System for Division Administrators" | Jennifer B. Metica Division IT Officer |
| 12:00-1:00 PM | Lunch Break | |
| 1:00-2:00 PM | <ul style="list-style-type: none"> Topic 8 "School-Based Management -- Wins" | Sarah S. Chiong SEPS, SMM & E |
| 2:00-3:00 PM | <ul style="list-style-type: none"> Topic 9 "Recognizing SDO Performance" • Orientation and Planning for the WinS Policy Implementation | Dr. Josefa V. Zape CID Chief |
| 3:00-4:00 PM | <ul style="list-style-type: none"> Workshop • WinS Planning • Presentation and Submission of Plans | Miguel C. Ogalinola SGOD Chief Dra. Amylou B. Celso Dentist II |
| 4:00-5:00 PM | Closing Program | Group In-Charge |