



Republic of the Philippines  
**Department of Education**  
 Region V – Bicol  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

March 4, 2024

DIVISION MEMORANDUM  
 SGOD-DM-127s. 2024

**COMPOSITION OF THE DIVISION TECHNICAL WORKING GROUP (TWG) OF THE WATER, SANITATION AND HYGIENE IN SCHOOLS (WinS) PROGRAM OF DEPED DIVISION OF CATANDUANES**

TO: Assistant Schools Division Superintendent  
 Chiefs of Functional Division  
 Selected Sections Heads (IT Section, Planning & Research, Physical Facilities, M&E, Partnership, DRRM)  
 All Health and Nutrition Section Personnel (Medical Officer, Dentists, Nurses)  
 All School Heads (Elementary/Secondary)  
 All others concerned  
 This Division

1. In consonance with DepEd Order No. 10s. 2016 entitled “Policy Guidelines for the Comprehensive Water, Sanitation and Hygiene (WASH) in Schools (WinS)” and its intensification including WinS in convergence of all health programs under Oplan Kalusugan (OK) sa DEPED. The Division shall ensure the promotion of correct hygiene practices among school children and a clean environment in and around schools and to keep learners safe and healthy.

2. In view thereof, the hereunder Division Technical Working Group is hereby composed along with the general terms of reference, to wit:

DESIGNATION	NAME OF PERSONNEL	POSITION	GENERAL TERMS OF REFERENCE
Chairman	Socorro V. Dela Rosa	Schools Division Superintendent	Overall Chair in the implementation of the program.
Vice Chairman	Cecille C. Ferro	Assistant Schools Division Superintendent	Assist the SDS in the implementation of the program.
Co-Chairman Member (SGOD)	Mary Jean S. Romero	Chief Education	Supervises and coordinates WinS



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		Program Supervisor	related concerns to SGOD Personnel
Co-Chairman Member (CID)	Romel G. Petajen	Chief Education Program Supervisor	Supervises and coordinates WinS related Concerns to CID Personnel specifically in the integration of WinS in the curriculum.
Member (PSDS)	Elias B. Abundo	District Supervisor	Supervises and coordinates WinS related concerns to all the Districts of the Division and ensures that WinS related communications is floated to all schools concerned.
Member (ITO)	Jennifer B. Metica	Information and Technology Officer	Manages the Division Wins account and create all schools Wins account, executes all computer related and technical (IT-related concerns of the program. Provides IT technical assistance to Districts/Schools relative to program implementation.
Member Medical Officer)	Dr. Kristine G. Santelices	Division Medical Officer	Supervises and coordinates WinS related concern to all Health personnel of the Division.
Memnber (Dentist II)	Dr. Amylou B. Celso	Dentist (Division WinS Coordinator)	Acts as the overall coordination of activities in the implementation of winS. Provides



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			data/report and technical assistance to Districts/Schools relative to hygiene and health Education on Dental aspect.
Member (Nurse)	Emeline Francia P. Abrasaldo	Nurse II (WinS Co Coordinator	Coordinates with fellow Division nurses in providing technical assistance and validation of schools with baseline data. Provides data/report and technical assistance to Districts/Schools relative to general aspects of water, sanitation, hygiene and deworming.
Member (Infra)	Engr. Rodger A. Matienzo	Division Engineer	Cover concerns relating to Physical Facilities related to WinS program (Eg. Comfort rooms, hanswashing facilities etc.)
Member (M&E)	Sarah S. Chiong	SEPS (Monitoring & Evaluation)	Coordinates/Supervises the implementation including identified concerns, issues, gaps. (CISP)
Member (Planning)	Rey C. Bonayon	Planning Officer III	Coordinates the gathering and interpretation of statistical data (related to WinS) of District/Schools to concerned personnel.
Member (DRRM)	Maria Audrea L. Vivo	PDO-II(DRRM)	Provides post activity report to the schools



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			useability/functionality of basic and safety school facilities (Toilets, ventilation, rooms, handwashing area etc.) in incidences in the District/Division activities held in schools.
Member(Social Mobilization/Partnership)	Marife B. Brequillo	Socmob	Leads in Linkages/partnership for generation of resources for the implementation and problems of WinS.
Member (PLGU)	Robert A. Fernandez	PLGU(Chair-Education)	Provides technical support/budget allocation for the implementation of WinS program.
Member (PTA President)	Raul S. Soneja	Division PTA President	Provide support in the Division/School implementation of WinS program.

3. The Division Technical Working Group for the Water, Sanitation, and Hygiene (WASH) in Schools (WinS) Program of the Division of Catanduanes is generally expected to perform the following:

- a. Enforces the establishment of the school level TWG.
- b. Oversee the work of the School TWG, approve its output and provide technical assistance as needed.
- c. Actively support the advocacy of the WinS policy to other sectors
- d. Monitor school implementation, including the integration of WASH in the curriculum.

4. Division IT officers in reference to the implementation of the program are enjoined to peruse the Administrator's Manual in the execution of the IT-related



San Roque, Virac, Catanduanes  
052-874063

catanduanes@deped.gov.ph

www.depedrovcatanduanes.com / www.catanduanes.deped.gov.ph



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DEPED Memorandum No. 194 s. 2018

DEPED Memorandum No. 10 s. 2016

DEPED Order No. 65 s. 2007

DEPED Order No. 60 s. 1994

6. Immediate dissemination of this Memorandum is desired.

  
**SOCORRO V. DELA ROSA, CESO V**  
Schools Division Superintendent