



**TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES**

March 11, 2025

DIVISION MEMORANDUM

No. 213 s. 2025

**REITERATION OF THE SUBMISSION OF OKD-HLI SELF-APPRAISAL CHECKLIST (SAC) FOR THE HEALTHY LEARNING INSTITUTION**

To: OIC-Asst. Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
SGOD School Health and Nutrition Section  
Public Schools District Supervisors/In-Charge of the District  
Public Elementary and Secondary School Heads  
All Others Concerned

1. This Office reiterates compliance to the Regional Memorandum No. 00278 s. 2025 entitled "*Submission of OKD-HLI Self Appraisal Checklist (SAC) for Healthy Learning Institution*" and RM No. 01290 s. 2024 entitled "*Healthy Learning Institution (HLI) Program: Self-Appraisal Checklist (SAC)*".

2. Therefore, all Secondary and Elementary Principals/School Heads are requested to accomplish the SAC-HLI to be submitted to the Division Health and Nutrition Section (OKD-HLI Division Focal Person) on or before March 31, 2025. The SAC forms can be accessed through this link: <https://rebrand.ly/OKD-HLI-SelfAppraisalChecklist> or scan this QR Code:




OKD-HLI SAC

3. Detailed instructions are provided in the attachment:

**Enclosure 1- Instructions on Accomplishing Self-Appraisal Checklist**

4. Question/clarifications may be addressed to Dr. Amylou B. Celso, SHNU-OIC @ 09205066586/ [amylou.celso@deped.gov.ph](mailto:amylou.celso@deped.gov.ph) and/or Melanie R. Ibardaloza @ 09301811464/ [melanie.ibardaloza@deped.gov.ph](mailto:melanie.ibardaloza@deped.gov.ph).

5. For compliance of all concerned.

  
**CECILE C. FERRO, CESO VI**  
Asst. Schools/Division Superintendent  
OIC-Office of the Schools Division Superintendent



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**ENCLOSURE 1: ACCOMPLISHING THE SELF-APPRAISAL CHECKLIST**

**Instructions:**

1. Access the link <https://rebrand.ly/OKD-HLI-SelfAppraisalChecklist>.
2. For elementary schools, go to your respective district folder. For secondary schools open the orange folder "Secondary-OKD-HLI-SAC".
3. Open the file **designated** to your school (see list on the next pages).
4. Fill out all the necessary information:
  - 4.1 Please write the date SAC was accomplished and the name of the school head or authorized representative who accomplished the form.
  - 4.2 Answer only the "Applicant" portion with the score according to the status of your school to each component standard indicated in the form.
  - 4.3 The mechanics of scoring are 1-if the item is fully in place; 0.5- if partially in place and 0-if absent.
5. **DO NOT RENAME THE FILE.** The SGOD-Health and Nutrition Section will consolidate the reports.



OKD-HLI SAC

**Disclaimer:** *The automated Self-Appraisal Checklist was made for SGOD- Health and Nutrition Unit by Mr. Efren T. Gurrobat of San Andres Vocational School.*



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**DESIGNATED FOLDER AND FILE NAME FOR SELF-APPRAISAL CHECKLIST**

<b>Folder Name: BAGAMANOC NORTH</b>	<b>PSDS: BRENDA V. VILLAREY</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Bugao CES
Elem2	Cahan ES
Elem3	Hinipaan ES
Elem4	Mavil ES
Elem5	Sagrada ES
Elem6	San Vicente ES
<b>Folder Name: BAGAMANOC SOUTH</b>	<b>PSDS: BRENDA V. VILLAREY</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Bacak ES
Elem2	Bagamanoc CES
Elem3	Pangcayanan ES
Elem4	San Rafael ES
Elem5	Quigaray ES
Elem6	Suchan ES
Elem7	Salvacion ES

<b>Folder Name: BARAS NORTH</b>	<b>PSDS: JOSE T. ARCILLA</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Abihao ES
Elem2	Paniquihan ES
Elem3	Baras CES
Elem4	Caragumihan ES
Elem5	Macutal ES
Elem6	Moning ES
Elem7	Sta. Maria ES
Elem8	Putsan-Danao ES
Elem9	Salvacion ES
Elem10	Tilod ES



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<b>Folder Name: BARAS SOUTH</b>	<b>PSDS: JOSE T. ARCILLA</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Agban CES
Elem2	Benticayan ES
Elem3	Puraran ES
Elem4	Genitligan ES
Elem5	Guinsaanan ES
Elem6	San Miguel ES

<b>Folder Name: BATO EAST</b>	<b>PSDS: BELEN T. TAPAS</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Bagumbayan ES
Elem2	Buenavista ES
Elem3	Mintay ES
Elem4	Batalay ES
Elem5	Bato CES
Elem6	Bote ES
Elem7	Cagraray ES
Elem8	Carorian ES
Elem9	Libjo ES
Elem10	Pananaogan ES
Elem11	San Pedro ES
Elem12	San Roques ES

<b>Folder Name: BATO WEST</b>	<b>PSDS: BELEN T. TAPAS</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Cabugao IS
Elem2	Guinobatan ES
Elem3	Marinawa ES
Elem4	Oguis ES
Elem5	Sibacungan ES
Elem6	Sipi ES



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<b>Folder Name: CARAMORAN NORTH</b>	<b>PSDS: DELFIN DE LEON</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Buena Vista ES
Elem2	Camburo ES
Elem3	Caramoran CES
Elem4	Dariao ES
Elem5	Mabini ES
Elem6	Palumbanes ES
Elem7	Panique ES
Elem8	San Jose ES
Elem9	Tubli ES
Elem10	Tucao-Maysuram ES

<b>Folder Name: CARAMORAN SOUTH</b>	<b>PSDS: DELFIN DE LEON</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Bocon ES
Elem2	Datag CES
Elem3	Guiamlong ES
Elem4	Hitoma-Bulalacao ES
Elem5	Inalmasinan ES
Elem6	Iyao ES
Elem7	Maui ES
Elem8	Milaviga IS
Elem9	Obi IS
Elem10	Sabloyon ES
Elem11	Salvacion ES
Elem12	Supang ES

<b>Folder Name: GIGMOTO</b>	<b>PSDS: JOSELITO T. RUIZ</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Biong ES
Elem2	Dominador C. Guerrero ES
Elem3	San Pedro ES
Elem4	Dororian ES
Elem5	Gigmoto CES
Elem6	Sicmil IS
Elem7	Sioron ES



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<b>Folder Name: PANDAN EAST</b>	<b>PSDS/In-Charge: ARNEL D. BONIFACIO</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Baldoc ES
Elem2	Jose O. Vera ES
Elem3	Hiyop ES
Elem4	Canlubi ES
Elem5	Lourdes ES
Elem6	Tabugoc CES
Elem7	Marambong ES
Elem8	Porot ES
Elem9	San Isidro ES

<b>Folder Name: PANDAN WEST</b>	<b>PSDS/In-Charge: AMALIA I. DOMINGO</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Bagawang ES
Elem2	Tariwara ES
Elem3	Balognanan ES
Elem4	Caruyo PS
Elem5	Catamban ES
Elem6	Oga ES
Elem7	Cobo ES
Elem8	Lumabao ES
Elem9	Panuto ES
Elem10	Pandan CES
Elem11	Sta. Cruz ES
Elem12	San Andres BS
Elem13	San Rafael PS



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<b>Folder Name: PANGANIBAN</b>	<b>PSDS: ARNOLD M. VALLEDOR</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Alinawan ES
Elem2	Babaguan CS
Elem3	Maculiw ES
Elem4	Bayhan CS
Elem5	Panay CS
Elem6	Burabod CS
Elem7	Cabuyoan ES
Elem8	Cagdarao ES
Elem9	Mabini ES
Elem10	Panganiban CES
Elem11	Tibo ES

<b>Folder Name: SAN ANDRES EAST</b>	<b>PSDS: RUTH B. SORRERA</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Alibuag ES
Elem2	Batong Paluway ES
Elem3	Bon-ot ES
Elem4	Caragnag PS
Elem5	Comagaycay ES
Elem6	Jose Rizal ES
Elem7	Lictin ES
Elem8	Palawig ES
Elem9	San Andres CES
Elem10	San Jose ES
Elem11	Timbaan ES
Elem12	Yocti BS



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<b>Folder Name: SAN ANDRES WEST</b>	<b>PSDS: RUTH B. SORRERA</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Agojo ES
Elem2	Bagong Sirang ES
Elem3	Barihay ES
Elem4	Puting Baybay ES
Elem5	Bislig ES
Elem6	Cabcab CES
Elem7	Cabungahan ES
Elem8	Catagbacan ES
Elem9	Codon ES
Elem10	Datag ES
Elem11	Hilawan ES
Elem12	JMA (Asgad) ES
Elem13	Manambrag ES
Elem14	Mayngaway ES
Elem15	San Isidro ES
Elem16	San Vicente ES
Elem17	Tibang ES
Elem18	Tominawog ES

<b>Folder Name: SAN MIGUEL NORTH</b>	<b>PSDS: MARISOL T. LIM</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Alma ES
Elem2	Balatohan ES
Elem3	Kilikilihan ES
Elem4	Mabato CES
Elem5	Pacogon ES
Elem6	Pagsangahan IS
Elem7	Paraiso A ES
Elem8	Paraiso B ES
Elem9	San Marcos ES
Elem10	Siay ES
Elem11	Caglatawan ES
Elem12	Tobrehon ES
Elem13	Tucao PS



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<b>Folder Name: SAN MIGUEL SOUTH</b>	<b>PSDS: MARISOL T. LIM</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Boton PS
Elem2	Buhi ES
Elem3	Katipunan ES
Elem4	Obo ES
Elem5	Pangilao ES
Elem6	Patagan ES
Elem7	Dayawa ES
Elem8	San Juan ES
Elem9	San Miguel CES
Elem10	Solong ES

<b>Folder Name: VIGA EAST</b>	<b>PSDS: NIEVA DJ. TUIBEO</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Batohonan ES
Elem2	Begonia ES
Elem3	Botinagan ES
Elem4	Soboc ES
Elem5	Buenavista ES
Elem6	Magsaysay ES
Elem7	Quirino ES
Elem8	Tambongon CES
Elem9	Tinago ES



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<b>Folder Name: VIGA WEST</b>	<b>PSDS: NIEVA DJ. TUIBEO</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Almojuela ES
Elem2	Burgos ES
Elem3	Ananong ES
Elem4	Mabini ES
Elem5	Del Pilar ES
Elem6	San Vicente PS
Elem7	Ogbong ES
Elem8	Osmeña ES
Elem9	P. Vera ES
Elem10	Summit ES
Elem11	Quezon ES
Elem12	Rizal ES
Elem13	Roxas ES
Elem14	Sagrada ES
Elem15	San Jose ES
Elem16	San Roque ES
Elem17	Sta. Rosa ES
Elem18	Viga CES



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<b>Folder Name: VIRAC NORTH</b>	<b>PSDS: ELIAS ABUNDO</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Bigaa ES
Elem2	Buyo IS
Elem3	Calabnigan ES
Elem4	Calatagan ES
Elem5	Capilihan ES
Elem6	Danicop ES
Elem7	Dugui San Isidro ES
Elem8	Dugui Too ES
Elem9	Dugui Wala ES
Elem10	Gogon ES
Elem11	Hicming ES
Elem12	JMA Poniton ES
Elem13	JMAMES
Elem14	San Vicente ES
Elem15	Simamla ES
Elem16	Sogod Simamla ES
Elem17	Sto. Domingo ES
Elem18	Sto. Niño CES
Elem19	Taytay ES
Elem20	Virac PES



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<b>Folder Name: VIRAC SOUTH</b>	<b>PSDS: MIGUELITO T. RODRIGUEZ</b>
<b>File Name</b>	<b>Name of School</b>
Elem1	Antipolo ES
Elem2	Balite ES
Elem3	Batag ES
Elem4	Buenavista ES
Elem5	Calampong ES
Elem6	Casoocan ES
Elem7	Cavinitan ES
Elem8	F. Tacorda ES
Elem9	Hawan ES
Elem10	Hawan Ilaya ES
Elem11	Igang ES
Elem12	Magnesia ES
Elem13	Marilima ES
Elem14	Pajo Baguio ES
Elem15	Pajo San Isidro ES
Elem16	Palnab ES
Elem17	Palta ES
Elem18	Palta Saday ES
Elem19	San Isidro Village ES
Elem20	Sto. Cristo ES
Elem21	Talisoy ES
Elem22	Valencia ES
Elem23	Virac CES



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<b>Folder Name: Secondary-OKD-HLI-SAC</b>	<b>(ORANGE FOLDER)</b>
<b>File Name</b>	<b>Name of School</b>
Sec1	Agban NHS
Sec2	Antipolo NHS
Sec3	Bagamanoc RDHS
Sec4	Baras RDHS
Sec5	Bato RDHS
Sec6	Bugao NHS
Sec7	Cabcab NHS
Sec8	Calatagan HS
Sec9	Caramoran RDHS
Sec10	Caramoran SF
Sec11	Catanduanes NHS
Sec12	Codon NHS
Sec13	Dariao NHS
Sec14	Dororian NHS
Sec15	Gigmoto RDHS
Sec16	Hawan NHS
Sec17	Leandro I. Verceles Sr. NHS
Sec18	Mabato NHS
Sec19	Magnesia NHS
Sec20	Manambrag NHS
Sec21	Mayngaway NHS
Sec22	Palta NHS
Sec23	Pandan School of Arts & Trades
Sec24	Panganiban NHS
Sec25	Panganiban NHS, CAIC Compound
Sec26	San Andres Vocational School
Sec27	San Jose NHS
Sec28	San Miguel RDHS
Sec29	San Vicente NHS
Sec30	Supang-Datag NHS
Sec31	Tambongon NHS
Sec32	Tinago NHS
Sec33	Tubli NHS
Sec34	Viga RDHS



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