



Department of Education
Region VI – Western Visayas
DIVISION OF CAPIZ
Banica, Roxas City



Telefax No. (036) 6210-974 / Tel. No. (036) 6216-118

February 8, 2017

DIVISION MEMORANDUM

No. 31, s. 2017

**DIVISION MONITORING OF WATER, SANITATION AND HYGIENE
IN SCHOOLS (WINS) PROGRAM**

To: Acting, Assistant Schools Division Superintendent
Chief Education Program Supervisors
Education Program Supervisors
Public Schools District Supervisors/OICs of the Districts
Heads, Public Elementary and Secondary/Integrated Schools

1. To strengthen the implementation and compliance of schools to Deped Order No. 10 s. 2016 entitled "**Policy and Guidelines for the Comprehensive Water, Sanitation and Hygiene in Schools (WINS) Program**", the Division of Capiz will conduct a year-end monitoring and evaluation starting **February 20, 2017 to March 30, 2017**.
2. This activity aims to:
 - a. ensure compliance of schools to the policy;
 - b. evaluate status of schools on access to safe water, adequate toilets and hand washing facilities;
 - c. provide technical assistance to school on WinS Program;
 - d. gather data on the status of schools on WINS Program; and
 - e. recognize outstanding performance of schools on WinS compliance.
3. The composition of the monitoring teams and the monitoring tool are found in Enclosure No. 1 and No. 2 respectively.
3. Expenses incurred relative to the conduct of this activity shall be chargeable against the division local fund subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this memorandum is desired.


MIGUEL MAC D. APOSIN, ED.D., CESO V
Schools Division Superintendent

Enclosures : As Stated
References : DepED Order No. 10, s, 2016

To be indicated in the ***Perpetual Index***
under the following subjects:

Schools

Evaluation

Programs

SBM

DIVISION MONITORING TEAM ON WINS PROGRAM

Monitoring Team	District
Team A	
1. Dr. Edna Azcarraga	Tapaz West, Pilar
2. Dr. Lourdelyn Fuentes	Dumalag, Ivisan
3. Sheralyn Baticados	
4. Zander Frofunga	
Team B	
1. Nanette Calixterio	Pres. Roxas, Maayon
2. Dr. Marjo Domrique	Tapaz East
3. Victoria Atinon	
4. Mary Grace Atinon	
5. Jerry Mosquete	
Team C	
1. Dr. Teresita Barrio	Panay, Pontevedra, Panitan
2. Dr. Lovelle Licanto	Sigma
3. Richie Bayhon	
4. Kenneth Anoché	
Team D	
1. Dr. Immaculada Amores	Dumarao, Cuartero, Dao
2. Dr. Ramona Bucayan	
3. Benito Aguin	
4. Nora Honrado	
5. Greg Bataican	
Team E	
1. Dr. Marggie Obligacion	
2. Romeo Isidro	
3. Edna Ciubal	Jamindan, Sapián, Mambusao E & W
4. Rafael Besa	
5. Sharon Barrientos	



Department of Education
 Region VI – Western Visayas
DIVISION OF CAPIZ
 Banica, Roxas City



MONITORING AND EVALUATION
COMPREHENSIVE WATER, SANITATION AND HYGIENE IN SCHOOLS (WINS)
 D.O. 10, s. 2016

Name of School: _____
 District: _____
 Name of School Head: _____

5 - Excellent 4-Very Good 3 - Good 2- Poor 1- Very Poor

		5	4	3	2	1
Basic Requirements						
1.	Flagpole					
2.	Transparency Board					
3.	Colors of School					
4.	School Signage					
5.	School ID					
6.	Gulayan sa Paaralan					
7.	School Canteen					
8.	Principal's Office					
9.	Playing Area					
10.	Perimeter Fence					
TOTAL/AVERAGE						
A. WATER						
1	Regular supply of safe water for drinking in school					
2	Regular supply of clean water for handwashing, menstrual hygiene management toilet flushing, and other cleaning purposes within the school premises					
3	Rainwater catchment system is installed					
4	Regular maintenance and repair of water supply facilities					
5	Regular monitoring of water quality in school					
TOTAL/AVERAGE						
B. SANITATION						
1	Access to functional toilets with individual handwashing facilities for boys and girls					
2	Adequate and proper septage and waste water disposal and/treatment systems in school					
3	Regular operation and maintenance of toilet and handwashing facilities					
4	Provision of separate garbage bins for dry waste, wet waste, and hazardous/toxic waste, as well as biodegradable and non-biodegradable					
5	Proper waste disposal system in school/compost pit					
6	Absence of breeding grounds for mosquitos/ other insects in and around the school vicinity					
7	Regular supply of soap and water in handwashing stations, particularly near toilets					
8	Correct and concise informatin on proper handwashing and use of toilet facilities, as well as pertinent posters for said purpose, posted in strategic locations					
9	Prohibition of burning of garbage is strictly implemented					
10	Food preparation and handling in school meet the standards of the food safety manual (school canteen/lunch counter)					

