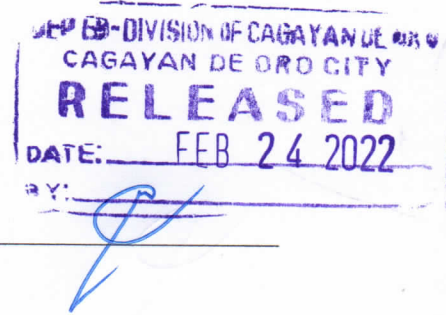




Republic of the Philippines  
**Department of Education**  
REGION X  
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

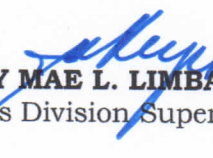
Feb. 23, 2022

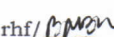
DIVISION MEMORANDUM  
No. 65 s. 2022

**SUBMISSION OF ONLINE MONITORING SYSTEM  
REPORT ON WASH IN SCHOOLS (WinS) PROGRAM**

To: All Elementary and Secondary School Heads  
All School WinS Coordinators

1. You are hereby directed to submit the WASH IN SCHOOLS DATA REPORT for S.Y 2021-2022 using the online system; soft copy of forms can be downloaded through this link <https://deped-wins.sysdb.site/>.  
File name: **WinS Monitoring System for Schools version 2017-06-04**
2. Since schools are currently not holding face-to-face classes, there are inapplicable questions such as numbers **13, 31, 32, 37, 38, 39, 40, 48, 49, 51, 54, 55 and 56**. Please respond to these questions using the data from school year 2019-2020. Please see Attachment No. 1 to serve as your guide in answering the online system report.
3. The requested online data should be submitted thru this email address: [depedcdo.wins@deped.gov.ph](mailto:depedcdo.wins@deped.gov.ph) on or before March 4, 2022.
4. For any queries, please contact Ms. Crystal Cartel (Division WinS Coordinator) at 09551689975.
5. For widest dissemination and strict compliance.

  
**CHERRY MAE L. LIMBACO-REYES**  
Schools Division Superintendent

Ref: None  
Enclosure: Attached  
To be included in the Perpetual Index:  
Under the following subjects:  
rhf/   
WINS SCHOOL HEALTH



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City  
Telephone: (08822) – 8550048

Department of Education  
Division Office - Marikina City  
WASH in Schools (WASH) MONITORING FORM

Not secure | deped-wins.sysdb.site/Login/

DepEd WASH in Schools Online Monitoring System

Login

**Login Screen**

User Name:

Password:

Login

[WinS Monitoring System for Schools version 2017-06-04](#) → **PLEASE CLICK TO DOWNLOAD THE SOFT COPY FORM**

[WinS Monitoring Form version 2017-05-25](#)

[User Manual for Schools version 2017-06-07](#)

[Administrators Manual for Division ITO 2017-06-07](#)

[WinS SDO Recognition Tool 2016-12-12](#)

For inquiries, please contact [deped.wins.help@gmail.com](mailto:deped.wins.help@gmail.com)

**NOTE: PLEASE DON'T SUBMIT REPORT USING THIS WINS MONITORING FORM. PLEASE USE THE DOWNLOADABLE FORM THAT CAN BE DOWNLOADED THRU THIS LINK: <https://deped-wins.sysdb.site/> (File name: WinS Monitoring System for Schools version 2017-06-04), THANK YOU!**

Department of Education  
**REGION X – NORTHERN MINDANAO**  
**WASH IN SCHOOL (Wins) MONITORING FORM**

**Instruction:** Fill-up the spaces provided correctly and completely. This form shall be accomplished by the School Head or any authorized representative from the school.

**A. SCHOOL PROFILE**

Date: \_\_\_\_\_ School Year: \_\_\_\_\_  
 Name of School: \_\_\_\_\_ School ID Number: \_\_\_\_\_  
 District: \_\_\_\_\_ Division: \_\_\_\_\_  
 Complete School Address: \_\_\_\_\_  
 Name of School Head: \_\_\_\_\_ Contact No.: \_\_\_\_\_

Total Enrolment:

	Male	Female	Total
Shift 1			
Shift 2			
Shift 3			

**B. WATER ACCESS**

1. Does the school provide safe drinking water?
  - All the time
  - Yes, but supply is not regular
  - No drinking water in school
2. Is the drinking water provided by the school for free?  Yes  No
3. What mechanisms are used to ensure learners have safe drinking water?
  - Teachers ask the learners to bring their own drinking water to school.
  - Safe water in refillable container are provided in designated areas within the school.
  - Water from an accessible water source is boiled.
  - Water from an accessible water source is filtered.
  - Others \_\_\_\_\_
4. In the previous week, how often is water for daily handwashing, bathing and cleaning of toilets available in the school regardless of source? (Includes water delivered to the school or collected from rain).
  - Available only on certain days of the week.
  - Available daily but only on certain hours.
  - Available daily for 24 hours.

5. Does the school coordinate with LGU or water district to test the quality of water?  Yes  No  
 6. How many times was the quality of water tested in current calendar year? \_\_\_\_\_

DEPARTMENT OF EDUCATION  
 WASH IN SCHOOL MONITORING FORM

**C. SANITATION**

7. How many toilet seats are available for children / students in the school?  
 Do not include toilet seat for teachers.

	Male	Female	Shared/Communal	Total
Functional				
Not functional				

8. Are toilets secure, private and have door with lock?  Yes  No  
 Do toilets have lighting?  Yes  No  
 Do toilets have adequate ventilation?  Yes  No  
 9. Do toilets for girls have wrapping materials for used sanitary pads?  Yes  No  
 10. How many toilets for girls have washing facility inside the toilets? \_\_\_\_\_  
 11. Are detached toilets for girls within view of school building and people?  Yes  No  
 12. Are there toilet/s designated for person with limited mobility?  
 (These toilets must have ramp, railing and adequate space for wheelchair)  Yes  No

13. How often are the sanitation facilities cleaned?

<input type="checkbox"/> Daily	<input type="checkbox"/> Once a week
<input type="checkbox"/> At least twice a week	<input type="checkbox"/> Less than once a week

14. Does the school burn its waste?  Yes  No  
 15. Are segregated trash bins with cover available in the following areas?  
 Classrooms  Offices  Gardens  
 Toilets  Clinics  Hallways  
 Canteens  Play areas  Gyms / Stage  
 16. Is waste segregation being practiced in school?  Yes  No  
 17. Does the school have policies / sanctions which promote the practice of waste segregation?  Yes  No  
 18. How regular is garbage being collected from the school?  
 Daily  Once a week  No collection  
 2-3 times a week  Less than once a week  
 19. Does the school have a compost pit for biodegradable waste?  Yes  No  
 20. Does the school have refuse pit for non-biodegradable waste?  Yes  No  
 21. Does the school have a materials recovery facility (MRF)?  Yes  No  
 22. Do all toilets in the school have functional septic tanks/s?  All  Some  None  
 23. Does the school have a functional drainage from the kitchen and waste areas to ensure that there is no stagnant water?  Yes  No  
 24. In the past year, did the school experience any floods?  Yes  No  
 25. Does the school adopt the following mechanisms to address the stagnant water?  
 Pumping out of water  Soak pit  
 Filling of stagnant water  Treatment of stagnant water to prevent breeding of mosquitoes  
 26. Does the school have canteen?  Yes  No  
 27. Does the school canteen have sanitary permit?  Yes  No

28. Do food handlers practice the following food safety measures?

- Wearing of hairnet, gloves, masks and apron
- Handwashing
- Segregation of dry and wet food materials

29. Have all food handlers been oriented on food safety measures?

All

Some

None

30. Do all food handlers in the school have health certificates?

All

Some

None

#### D. HYGIENE

31. How many times in a week is group handwashing with soap conducted for all children in the school? \_\_\_\_\_

32. What is the extent of student participation in supervising group handwashing?

- Students are participants supervised by teachers
- Students assist teachers in supervising handwashing activities
- Students are assigned to lead handwashing activities

33. How many group handwashing facilities are available in the school? (count by increments of 10 water outlets) \_\_\_\_\_

34. What is the total number of water outlets in all the group handwashing facilities? \_\_\_\_\_

35. Is there a regular supply of soap for handwashing?

Yes

No

36. Are handwashing facilities with soap available in the following areas?

Classrooms

Toilets

Canteen/Eating Areas

Play areas

Clinics

Laboratories

Agricultural areas (eg. Gulayan, livestock area)

37. Do children perform individual handwashing the following times?

Before meals

After using the toilet

After cleaning activities

After playing in the playground

After handling soil and animals

38. How many times in a week is group toothbrushing with flouride conducted for all children in the school? \_\_\_\_\_

39. What is the extent of student participation in supervising group toothbrushing

Students are participants supervised by teachers

Students assist teachers in supervising toothbrushing activities

Students are assigned to lead toothbrushing activities

40. Is there a regular supply of toothbrush and toothpaste for toothbrushing?

Yes

No

41. Are the repair and maintenance requirements for WASH facilities reflected in the following:

School improvement plan (SIP)

Annual improvement plan (AIP)

42. What are the sources of funds for WinS Supplies? Please check all that apply.

	School MOOE	Private donations	PTA	LGU Funds	Children bring their own
Soap					
Toothbrush					
Toothpaste					
Cleaning materials/supplies for toilets					
Repair and maintenance					

43. Where can learners avail of sanitary pads?

- School Canteen                       Guidance Office                       Others  
 School Clinic                               Class Adviser/Teacher

44. Is there information on proper disposal of sanitary napkins in the girls' toilet?  Yes  No
45. Are there DepEd Approved Instructional materials on Menstrual Health for Teachers?  Yes  No
46. Are there DepEd Approved Information, Education and Communications (IEC) materials on Menstrual Health for Students?  Yes  No
47. Is there a designated rest space/changing room for girls with menstrual discomfort?  Yes  No

**E. DEWORMING**

48. Is deworming done semi-annually?  Yes  No
49. What is the total number of students dewormed?  Yes  No

**F. HEALTH EDUCATION**

50. Which areas in the school have IEC materials for WinS?

	Hygiene	Menstrual Health	Sanitation	Food safety
Bulletin board				
Classrooms				
Toilets				
Handwashing facilities				
Canteen/Eating areas				

51. Are there organized structures (eg. TWGs, student clubs) to promote WinS?  Yes  No
52. Is WinS a part of INSET?  Yes  No
53. Are learning materials available for teaching WinS?  Yes  No
54. Is WinS being advocated in the GPTCA assembly?  Yes  No
55. Are there planned and organized activities for advocating WinS to parents / stakeholders?  Yes  No
56. Is WinS part of the co/extra-curricular program for students?  Yes  No

**Checked & Evaluated by:**

Printed Name & Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Position: \_\_\_\_\_

**Certified True & Correct by:**

Printed Name & Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School Head

Position: \_\_\_\_\_