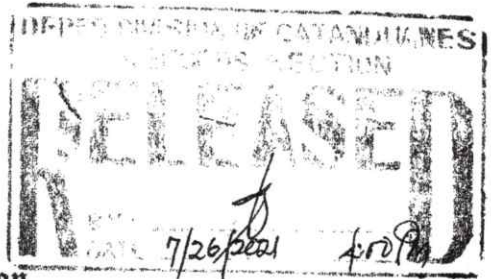




Republic of the Philippines  
**Department of Education**  
 Region V – Bicol

**SCHOOLS DIVISION OFFICE OF CATANDUANES**



July 22, 2021

DIVISION MEMORANDUM  
 OSDS-SGOD-DM- 288 S. 2021/abc

To: Assistant Schools Division Superintendent  
 Chief of Functional Division  
 Selected Section Heads (IT Section, Planning and Research, Physical Facilities, M&E, Partnership, DRRM)  
 All Public Schools District Supervisors/ District In-Charge  
 All Health and Nutrition Section Personnel (Medical Officer, Dentist, Nurses)  
 All School Heads (Elementary/Secondary)  
 All others Concerned

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

- In consonance with DepEd Order No. 10 s. 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.
- In view thereof, the hereunder Division Technical Working Group is herewith composed along with the general terms of reference, to wit:

DESIGNATION	NAME OF PERSONNEL	POSITION	GENERAL TERM OF REFERENCE
Chairman	Susan S. Collano	Schools Division Superintendent	Overall Chair in the implementation of the Program.
Vice Chairman	Ma. Loisa T. Dela Rosa	Assistant Schools Division Superintendent	Assist the SDS in the implementation of the program
Co-Chairman Member (SGOD)	Mary Jean S. Romero	Chief Education Program Supervisor	Supervises and coordinates WinS related concerns to SGOD Personnel



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Co-Chairman Member (CID)	Romel G. Petajen	Chief Program Supervisor	Supervises and coordinates WinS related concerns to CID Personnel specially 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 to ensures that WinS related communication are floated to all schools concerned.
Member (ITO)	Jennifer B. Metica	Information and Technology officer	Manage the Division WinS Account and creates all schools WinS Account, executes all computer- related and technical IT-related concerns of the program. Provides IT-related technical assistance to Districts/schools relatives to program implementation.
Member (M.O. III)	Dr. Kristine G. Santelices	Division Medical Officer	Supervises and coordinates WinS related concerns to all Health Personnel of the division.
Member (Dentist)	Dr. Amylou B. Celso	Dentist II (WinS Coordinator)	Acts as the overall coordination of activities in the implementation of Wins. Provide data/report and technical assistance to





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			Districts/Schools relative to Hygiene and Health Education on Dental aspects.
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 district/schools relative to general aspects of Water, Sanitation, Hygiene and Deworming.
Member (Infra)	Engr. Roger A. Matienzo	Division Engineer	Covers concerns relating to Physical Facilities related to WinS program (Eg. Comfort rooms, handwashing area etc.)
Member (M & E)	Sarah S. Chiong	SEPS: Monitoring and Evaluation	Coordinates/Supervises the implementation including identified concerns, issues, gaps. (CISP)
Member (Planning)	Anjo G. Tugay	SEPS (PRU)	Coordinates the gathering and interpretation of statistical data (related to WinS) of Districts/Schools to concerned Personnel.
Member (DRMM)	Maria Audrea L. Vivo	PDO – II (DRMM)	Provides Post Activity Report to the WinS Coordinator) on the school useability/ functionality of basic





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			and Safety School facilities (Toilets, ventilation, Room, Handwashing area etc.) in incidences District/ Division activities held in schools.
Member (Social Mobilization/ Partnership Coordinator)	Marife B. Brequillo	Socmob	Leads in Linkage/ Partnership for generation of resources for the implementation and problems of WinS.
Member (PLGU)	Robert A. Fernandez	PLGU (Chair-Education)	
Member (PTA President)	Emmanuel T. Guerrero	Division PTA President	

3. The Division Technical Working Group for the Water, Sanitation, and Hygiene (WASH) in Schools (WinS) Program of the SDO – 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 and
- d. Monitor school implementation, including the integration of WASH in the curriculum.

4. Division IT officer in reference to the implementation of the program are enjoined to peruse the administrator's Manual in the execution of the IT-related technical concerns of the program of the Division. While School Administrators are enjoined to peruse the schools Monitoring System User's Manual for Schools.

5. For the in-dept reference on the implementation of the program, DepEd personnel may refer to the following National Issuances for information:

DepEd Memorandum No. 194 s. 20218  
DepEd Memorandum No. 10 s. 2016  
DepEd Order No. 65 s. 2007  
DepED Order No. 60 s. 1994





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6. Immediate dissemination of this Memorandum is desired.

**SUSAN S. COLLANO**

Assistant Schools Division Superintendent

Officer-In-Charge

Office of the Schools Division Superintendent

Encl:

References:

To be indicated in the Perpetual Index

Under the following subjects:

HNS/ DM COMPOSITION OF THE TECHNICAL WORKING GROUP (TWG) OF (WINS) PROGRAM OF DepEd – DIVISION OF CATANDUANES  
000\_\_\_\_/ July 22, 2021



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