



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
Superintendent

January 3, 2024

Division Memorandum

No. 002, s. 2024

To: PUBLIC SCHOOLS DISTRICT SUPERVISORS/
DISTRICT COORDINATING PRINCIPALS

Subject: **SY 2023 – 2024 WASH IN SCHOOLS (WinS) REPORT**

1. Please be informed that ALL schools are advised to submit their signed copy of the WASH in Schools (WinS) Report Version 2017-06-04 in the Division Office, SGOD – Health & Nutrition Section on or before January 31, 2024.
2. Attached here is a copy of the WASH in Schools (WinS) Report Version 2017-06-04. Further, this version can also be downloaded at <https://deped-wins.sysdb.site/Login/?cmd=login>
3. Immediate dissemination of this memorandum is desired.

By the Authority of the
Schools Division Superintendent:

NORBERTO S. MANLANGIT, CE, MPA
Administrative Officer V
Officer-in-Charge



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Department of Education WASH in Schools Monitoring System

Version: 2017-06-04

A. School Profile

Date of Survey: (yyyy-mm-dd)		<i>* Required</i>
School Year		<i>* Required</i>
Level		<i>* Required</i>
School Name		<i>* Required</i>
School ID		<i>* Required</i>
School District		
Division		
School Address		
Name of the School Head		
Contact Number		

Total Enrolment	Male	Female	Total
Shift 1			0
Shift 2			0
Shift 3			0

B. Water Access

1. Does the school provide drinking water?	
2. Is the drinking water provided by the school for free?	
3. Does the school coordinate with the LGU or water district to test the quality of drinking water?	
4. How many times was the quality of drinking water tested in the previous school year?	
5. Did the test result show that water is safe for drinking	
6. What other mechanisms are used to ensure that drinking water in school is safe? Check all applicable	
Teachers ask the learners to bring their own drinking water to school	
If drinking water is from a refilling station, the school requires a water quality certificate	
Water from an accessible water source is boiled	
Water from an accessible water source is filtered	
Others	

7. In the previous week, how often is water for daily handwashing and cleaning of toilets available in the school regardless of source? (This includes water delivered to the school or collected from rain)	
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C. Sanitation

8. How many toilet seats are available for children in the school? Do not include toilet seats for teachers.	Male	Female	Shared/ Communal	Total	Pupil Toilet Ratio
Functional				0	
Not Functional				0	

9. Are all functional toilets secure, private and have door with lock?	
Do all functional toilets have lighting? (includes natural light or alternative sources)	
Do all functional toilets have adequate ventilation?	
10. Do all exclusively female toilets have wrapping materials and trash bins for used sanitary pads?	
11. How many exclusively female toilets have a washing facility inside the toilet?	
12. Are detached toilets for girls within view of school building and people?	
13. Are there toilet/s designed for persons with limited mobility? (These toilets must have a ramp, railing and adequate space for a wheelchair)	
14. How often are the sanitation facilities cleaned?	
15. Does the school burn its waste?	
16. Are segregated trash bins with cover available in the following areas?	
Classrooms	
Toilets	
Canteens	
Offices	
Clinics	
Play areas	
Gardens	
Hallways	
Gyms/Stage	
17. Are the students segregating their solid waste properly?	
18. Does the school have policies/sanctions which promote the practice of solid waste segregation?	
19. How regular is garbage being collected from the school?	

20. Does the school have a compost pit for biodegradable waste?	
21. Does the school have a refuse pit for non-biodegradable waste?	
22. Does the school have a materials recovery facility (MRF)?	
23. Do all toilets in the school have functional septic tank/s?	
24. Does the school have a functional drainage from the kitchen and all wash areas to ensure that there is no stagnant water?	
25. In the past year, did the school experience any floods?	
26. Does the school adopt the following mechanisms to address stagnant water?	
Pumping out of water	
Filling of stagnant water	
Soak pit (a water catchment area which contains gravel, sand, or other materials that absorbs water to prevent pooling)	
Treatment of stagnant water to prevent breeding of mosquitoes (use of larvicides, fish, etc.)	
Not applicable (e.g., no stagnant water because of sandy soil)	
27. Does the school have a canteen?	
28. Does the school canteen have a sanitary permit?	
29. Do food handlers practice the following food safety measures?	
Wearing of hairnet, gloves, masks and apron	
Handwashing	
Separate the storage of dry and wet food materials	
30. Have all food handlers been oriented on food safety measures?	
31. Do all food handlers in the school have health certificates?	

D. Hygiene

32. How many times in a week is supervised group handwashing with soap conducted for all children in the school? (Write 0 if this is not done in school.)		
33. What is the extent of student participation in supervising group handwashing? Check all applicable		
Students are participants supervised by teachers		
Students assist teachers in supervising handwashing activities		
Students are assigned to lead handwashing activities		
34. How many handwashing facilities are available in your school?	Number of Facilities	Number of faucets/ water outlets/ punch holes
Individual handwashing facility		
Group handwashing facility *		

* A group handwashing facility should have at least:

- 10 water outlets in the elementary level, and
- 4 water outlets in the secondary level

Note: A water outlet may be any opening where water comes out for handwashing (eg. Faucets, punch pipes, etc.)

35. Is there a regular supply of soap for handwashing?	
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/eating/handling food	
After using the toilet	
After handling soil and animals	
After cleaning activities activities/handling garbage	
After playing	
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?	
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/ Individual donations	PTA	LGU Funds	Voluntary donations from internal staff	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	
School Clinic	
Guidance Office	
Class Adviser/Teacher	
Others	
44. Is there information on proper disposal of sanitary napkins in the girls toilet?	
45. Are there DepEd Approved Instructional materials on Menstrual Health for Teachers?	
46. Are there DepEd Approved Information, Education and Communications (IEC) materials on Menstrual Health for Students?	
47. Is there a designated rest space/changing room for girls with menstrual discomfort?	

E. Deworming

48. Is deworming done semi-annually?	
49. What is the total number of students dewormed?	

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?	
52. Is WinS a part of INSET?	
53. Are learning materials available for teaching WinS?	
54. Is WinS being advocated in the GPTCA assembly?	
55. Are there planned and organized activities for advocating WinS to parents/stakeholders?	
56. Is WinS part of the co/extra-curricular program for students?	

WINS 3-STAR MATRIX FOR SCHOOLS

Water	Safe Drinking Water 0 Star	Water Testing 0 Star	Water for Cleaning 0 Star	
Sanitation	Segregated Toilets 0 Star	Security of Toilets 0 Star	Wash Facility for Toilets ★	Wash Facility for MHM ★
	Safety of Detached Toilets ★	Toilets for Disabled ★★	Daily Cleaning of Toilets 0 Star	Funding for Repairs 0 Star
	Burning of Waste 0 Star	Segregated Trash Bins 0 Star	Waste Segregation 0 Star	Garbage Collection 0 Star
	Septic Tank 0 Star	Drainage 0 Star	System for Flood ★★	Food Handlers 0 Star
Hygiene	Group Hand-washing Activity 0 Star	Available Soap 0 Star	Group Hand-washing Facility 0 Star	Individual Hand-washing Facility ★★
	Individual Hand-washing Practice ★★	Group Tooth-brushing Activity 0 Star	Available Tooth-brush & paste 0 Star	
	WinS in SIP/AIP 0 Star	Funding of Supplies 0 Star	Sanitary Pads 0 Star	
	Disposal of Sanitary Pads ★	IEC Materials for MHM ★	Rest Space for MHM ★★	
Deworming	Semi-annual Deworming 0 Star	Pupils Dewormed 0 Star		
Health Education	IEC Materials 0 Star	Organized Teams 0 Star	INSET ★	
	Learning Materials ★★	Advocacy for Parents ★	Extra Curricular Activities ★	

Legend

- 0 Star
- 1 Star
- 2 Stars
- 3 Stars

**DEPARTMENT OF EDUCATION
WINS 3-STAR REPORT FOR SCHOOLS**

Division: 0
District:
School: 0

Overall Rating: **0 Star**

Category	One Star	Two Stars	Three Stars	Score
Water	W.S1-1. Safe drinking water is not provided by the school. Children are required to bring their own drinking water	W.S2-1. Safe drinking water is provided by the school but supply is not regular.	W.S3-1. Safe drinking water is provided for free for all children in the school at all times	0
	W.S1-2. The school coordinates with the relevant agency/office to test the quality of water.	W.S2-2. The quality of water is tested once every calendar year in coordination with the relevant agency/office.	W.S3-2. The quality of water is tested more than once every calendar year in coordination with the relevant agency/office.	0
	W.S1-3. Regardless of source, water for cleaning is available only for certain days of the week	W.S2-3. Regardless of source, water for cleaning is available on a daily basis but only on certain hours of the day.	W.S3-3. Regardless of source, water for cleaning is available on a daily basis in all school hours	0
Sanitation	S.S1-1. The overall pupil to toilet seat ratio is 101 or higher and there are at least two functional and clean toilets that are gender segregated	S.S2-1. The overall pupil to toilet seat ratio is 51-100 students and there are more than two functional and clean toilets that are gender segregated as needed based on enrolment	S.S3-1. The functional pupil to toilet seat ratio (by gender) is 50 or less	0
	S.S1-2. Toilets are secure, private, with door and lock, have lighting, adequate ventilation and wrapping materials for used pads	S.S2-2. Toilets are secure, private, with door and lock, have lighting, adequate ventilation and wrapping materials for used pads S.S2-3. There is a handwashing facility with soap within or near the toilets S.S2-4. There is a facility for washing IN at least one female toilet for MHM S.S2-5. Detached Toilets are located within view of school building and people	S.S3-2. Toilets are secure, private, with door and lock, have lighting, adequate ventilation and wrapping materials for used pads S.S3-3. There is a handwashing facility with soap within or near the toilets S.S3-4. There is a facility for washing IN female toilets for MHM S.S3-5. Detached Toilets are located within view of school building and people S.S3-6. There is a toilet accessible to persons with limited mobility	0
	S.S1-7. Daily cleaning of toilets, and handwashing and other water facilities	S.S2-7. Daily cleaning of toilets, and handwashing and other water facilities	S.S3-7. Daily cleaning of toilets, and handwashing and other water facilities	0
	S.S1-8. Funding for regular maintenance and repair of toilets, handwashing and other water facilities comes from the regular school budget (i.e. MOOE) and/or other DepEd funds	S.S2-8. Funding for regular maintenance and repair of toilets, handwashing and other water facilities comes from the regular school budget (i.e. MOOE) and/or other DepEd funds	S.S3-8. Funding for regular maintenance and repair of toilets, handwashing and other water facilities comes from the regular school budget (i.e. MOOE) and/or other DepEd funds	0
	S.S1-9. No burning of waste	S.S2-9. No burning of waste	S.S3-9. No burning of waste	0

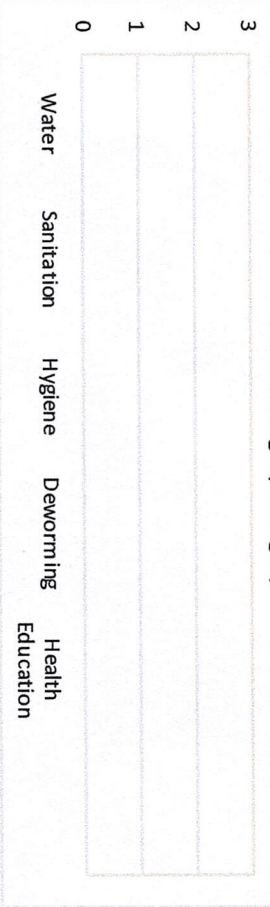
Category	One Star	Two Stars	Three Stars	Score
	<p>S.S1-10. Segregated trash bins with cover are available in all classrooms</p> <p>S.S1-11. Waste segregation is practiced</p> <p>S.S1-12. No garbage collection services BUT school has compost facility for biodegradable waste and safe disposal of non-biodegradable waste such as properly fenced refuse pits (burying).</p>	<p>S.S2-10. Segregated trash bins with cover are available in all classrooms and toilets</p> <p>S.S2-11. Waste segregation is practiced</p> <p>S.S2-12. Garbage is collected at least once a week OR school has compost facility for biodegradable waste and safe disposal of non-biodegradable waste such as properly fenced refuse pits (burying).</p>	<p>S.S3-10. Segregated trash bins with cover are available in all classrooms, toilets, canteens, offices, clinics, play areas, gardens, hallways, and gyms</p> <p>S.S3-11. Comprehensive waste segregation system is in place, such as policy, facility and practice, and sanctions for non-compliance</p> <p>S.S3-12. Garbage is collected at least twice a week OR a school has compost facility for biodegradable waste and materials recovery facility (MRF) for recyclable waste.</p>	
	<p>S.S1-13. Functional Septic tank is available for all toilets</p> <p>S.S1-14. Functional drainage from kitchen and wash areas to ensure that there is no stagnant water in the school</p>	<p>S.S2-13. Functional Septic tank is available for all toilets</p> <p>S.S2-14. Functional drainage from kitchen and wash areas to ensure that there is no stagnant water in the school</p>	<p>S.S3-13. Functional Septic tank is available for all toilets</p> <p>S.S3-14. Functional drainage from kitchen and wash areas to ensure that there is no stagnant water in the school</p> <p>S.S3-15. In case the school is in a flood prone area, a system(policy, practices, people, process, &structure)is in place to ensure that there is no stagnant water in the school.</p>	0
	<p>S.S1-16. All food handlers are oriented and practice food safety measures</p>	<p>S.S2-16. All food handlers should have a health certificate</p>	<p>S.S3-16. All food handlers should have a health certificate and for schools with canteen, an updated sanitary permit</p>	0

Category	One Star	Two Stars	Three Stars	Score	
Hygiene	H.S1-1. Daily SUPERVISED group handwashing with soap for all elementary pupils is led by teacher/s	H.S2-1. Daily SUPERVISED group handwashing with soap for all elementary pupils is led by a mix of teachers and students	H.S3-1. Daily SUPERVISED group handwashing with soap for all elementary pupils is led by student leaders	0	
	H.S1-2. Regular supply of soap for handwashing	H.S2-2. Regular supply of soap for handwashing	H.S3-2. Regular supply of soap for handwashing		
	H.S1-3. At least one functional group handwashing facility with soap	H.S2-3. Pupil to group handwashing facility with soap ratio of 1:200 for one shift	H.S3-3. Pupil to group facility with soap ratio of 1:100 for one shift		
			H.S3-4. There are individual handwashing facilities with soap in strategic areas in the school (e.g. near canteen/eating areas, play areas and toilets) H.S3-5. The practice of individual handwashing with soap is done during critical times		
	H.S1-6. Daily SUPERVISED activity of tooth brushing with fluoride toothpaste for all children is led by teacher/s H.S1-7. Regular supply of fluoride toothpaste for the tooth brushing activity	H.S2-6. Daily SUPERVISED activity of tooth brushing with fluoride toothpaste for all children is led by a mix of teachers and students H.S2-7. Regular supply of fluoride toothpaste for the tooth brushing activity	H.S3-6. Daily SUPERVISED activity of tooth brushing with fluoride toothpaste for all children is led by student leaders H.S3-7. Regular supply of fluoride toothpaste for the tooth brushing activity	0	
	H.S1-8. Repair and maintenance requirements are reflected in the School Improvement Plan (SIP) and Annual Improvement Plan (AIP) H.S1-9. Soap, toothbrush and toothpaste are provided by the school through DepEd funds only (ie. MOOE)	H.S2-8. Repair and maintenance requirements are reflected in the School Improvement Plan (SIP) and Annual Improvement Plan (AIP) H.S2-9. Soap, toothbrush and toothpaste are provided by the school through DepEd funds complemented by external partners	H.S3-8. Repair and maintenance requirements are reflected in the School Improvement Plan (SIP) and Annual Improvement Plan (AIP) H.S3-9. Soap, toothbrush and toothpaste are provided by the school through DepEd funds complemented by external partners	0	
	H.S1-10. Sanitary pads are accessible in the school	H.S2-10. Sanitary pads are accessible in the school	H.S3-10. Sanitary pads are accessible in the school	0	
		H.S2-11. There is information on proper disposal of sanitary pads in the girls toilet H.S2-12. DepEd approved IEC materials on menstrual hygiene management for teachers are available	H.S3-11. There is information on proper disposal of sanitary pads in the girls toilet H.S3-12. DepEd approved IEC materials on menstrual hygiene management for teachers and students are available H.S3-13. There is a rest space/changing room for MHM that is secure, private and comfortable (not necessarily in the CR)		
	Deworming	D.S1-1. Deworming is done semi-annually, in the presence of a health personnel, in coordination with DOH, and with parent's consent D.S1-2. 50-74 %of school students were dewormed	D.S2-1. Deworming is done semi-annually, in the presence of a health personnel, in coordination with DOH, and with parent's consent D.S2-2. 75-84% of school students were dewormed	D.S3-1. Deworming is done semi-annually, in the presence of a health personnel, in coordination with DOH, and with parent's consent D.S3-2. At least 85% of school students were dewormed	0

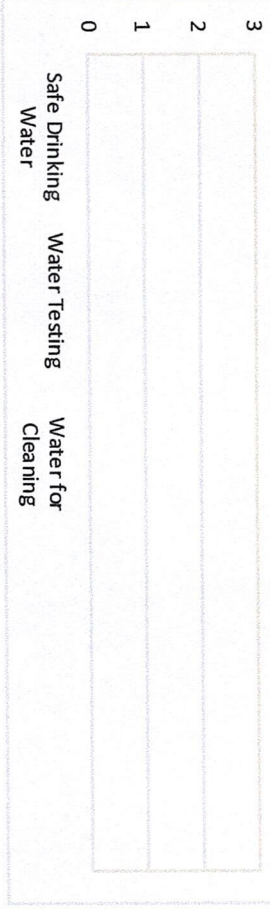
Category	One Star	Two Stars	Three Stars	Score
Health Education	HE.S1-1. IEC materials are present only in the schoolboard or wall	HE.S2-1. IEC materials are present in classrooms and strategic places (eg. canteen, play areas, toilets, handwashing facilities, etc.)	HE.S3-1. IEC materials are present in classrooms and strategic places (eg. canteen, play areas, toilets, handwashing facilities, etc.)	0
	HE.S1-2. There are organized teams and accountable units to promote WinS (e.g. TWGs, student clubs)	HE.S2-2. There are organized teams and accountable units to promote WinS (e.g. TWGs, student clubs) HE.S2-3. WinS is part of INSET HE.S2-5. Advocacy is done during GPTA assembly HE.S2-6. WinS is part of the extra-curricular program of students	HE.S3-2. There are organized teams and accountable units to promote WinS (e.g. TWGs, student clubs) HE.S3-3. WinS is part of INSET HE.S3-4. Available WinS learning / instructional materials in support of teaching WinS in the K to 12 curriculum HE.S3-5. There are planned and organized activities for parents/stakeholders for learning and advocating WinS HE.S3-6. WinS is part of the extra-curricular program of students	0

WINS 3-STAR CHARTS FOR SCHOOLS

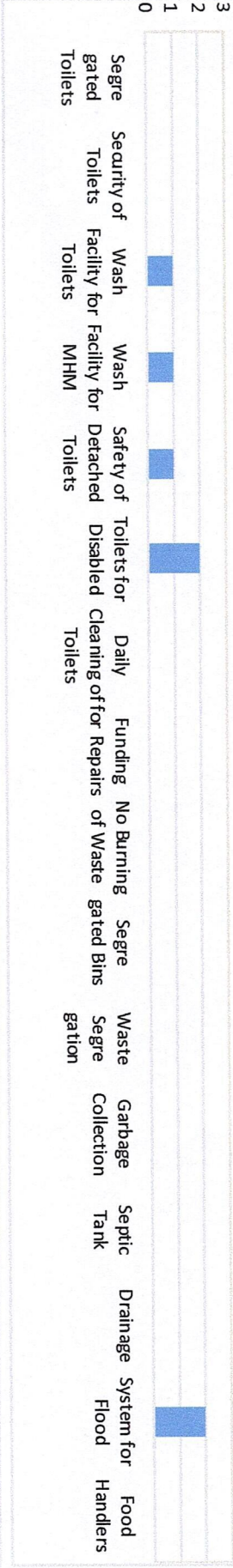
3-Star Rating by Category



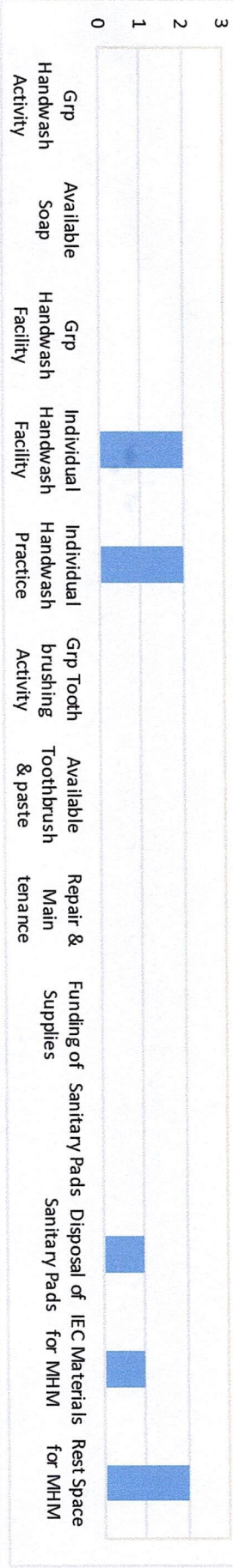
3-Star Rating for Water Indicators



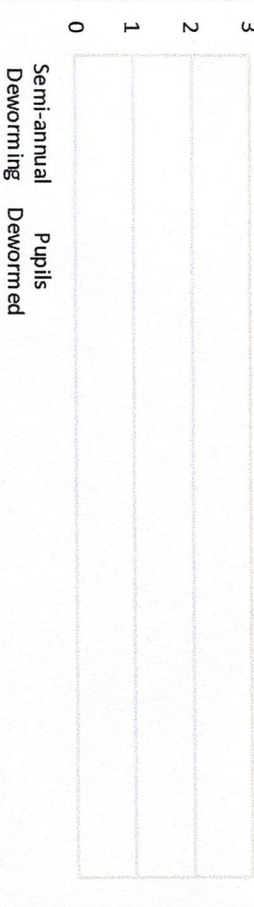
3-Star Rating for Sanitation Indicators



3-Star Rating for Hygiene Indicators



Deworming Indicators



Health Education Indicators

