



Republic of the Philippines

## Department of Education

REGION XII

SCHOOLS DIVISION OF SOUTH COTABATO

Office of Schools Division  
Superintendent

12 Sept 2024

DIVISION MEMORANDUM  
SGOD No. **96**, s. 2024

### WASH, SANITATION AND HYGIENE IN SCHOOLS (WinS) MONITORING TOOL

To Public Schools District Supervisors/Principals In-Charge  
Public Elementary and Secondary School Heads  
Teaching and Nonteaching Personnel  
School Health Section Personnel  
All Others Concerned

1. Pursuant to DepEd Order No. 10, s. 2016 titled **Policy and Guidelines for the Comprehensive Water, Sanitation and Hygiene in Schools (WinS) Program**, DepEd Memorandum No. 14, s. 2020 titled **Guidelines of the Required Health Standards in Basic Education Offices and Schools** and DepEd Memorandum No.15, s. 2020 titled **First Set of Policy Directives of the DepEd Task Force NCOV**, the promotion of correct and sanitation practices to prepare and keep learners safe and healthy in schools shall be strictly observed.
2. Further, it has been emphasized that schools are expected to identify their needs and effectively introduce solutions to manage and sustain the WinS program especially on the availability of water supply, safe drinking water, and handwashing facilities.
3. Anent this, district nurses are requested to submit Wash, Sanitation and Hygiene in Schools (WASH) using the attached Monitoring Tool in hard copy every 28<sup>th</sup> of every month at the Division School Health Section Office to evaluate and monitor status of water supply and WASH facilities in schools.
4. Further, district nurses are directed to fill-out the WinS Update on Water Analysis for 2024 through this link <https://bit.ly/3AuQX55> on or before December 1, 2024 and require all schools who have not complied yet to conduct water testing before the given deadline.
5. Water testing and treatment expenses for the potability of water in schools shall be charged to school MOOE/local funds subject to accounting and auditing rules and regulations.
6. For further query and information, please contact Dr. Myla Sheryl B. Tano at 083-2287894 or email at [mylasheryl.tano@deped.gov.ph](mailto:mylasheryl.tano@deped.gov.ph).



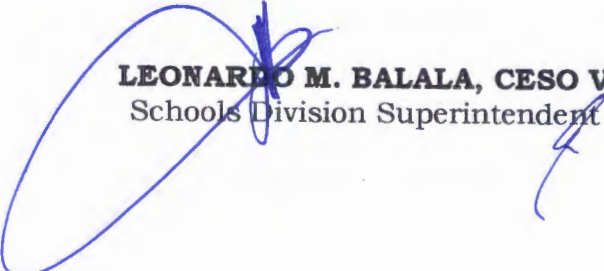
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7. Immediate dissemination of this memorandum is directed.

  
**LEONARDO M. BALALA, CESO V**  
Schools Division Superintendent

Encl.: As stated.

Reference: As stated

To be indicated in the Perpetual Index

Under the following subjects

PROGRAMS

HEALTH EDUCATION

SCHOOLS

MSBT/DM – wash, sanitation and hygiene in schools (WINS) monitoring tool  
0000/September 12, 2024



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**WATER, SANITATION AND HYGIENE IN SCHOOLS (WinS) MONITORING TOOL**

MUNICIPALITY: \_\_\_\_\_  
 MONTH: \_\_\_\_\_

DISTRICT: \_\_\_\_\_

DATE	NAME OF SCHOOLS	AVAILABILITY OF POTABLE DRINKING WATER			FUNCTIONAL HANDWASHING FACILITY (Number)		NON-FUNCTIONAL HANDWASHING FACILITY (Number)	FUNCTIONAL COMFORT ROOMS		NON-FUNCTIONAL COMFORT ROOMS (Number)	GROUP HANDWASHING ACTIVITY (Curriculum Integration) YES/NO	AVAILABILITY OF SANITARY PADS	
		YES/NO	SCHOOL/PTA PROVIDED YES/NO	WATER TESTING (DATE RESULT)	GROUP (Can cater 10 pupils)	INDIVIDUAL (Can cater <10 pupils)		Segregated Toilets (Number)	Non-Segregated Toilets (Number)			CANTEEN	CLINIC

**Partnership and Linkages (Activities and Advocacies Conducted/Donations/Others)**

Prepared By: \_\_\_\_\_



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