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WinS School Division Office and Regional Office Manual Launch

#ForTheWins

#InDepEdWinSEverybodyWins

#WASHinSchoolsProgram

#BLSSed

#OneDepEdBLSS



**The DepED WASH in Schools
Management Handbooks for Regional
and Schools Division Offices**

DepED Order No. 10, s. 2016 – Policy and Guidelines for the Comprehensive WinS Program was issued in February 2016 for the promotion of correct hygiene and sanitation practices among school children, and set the standards for clean environment in and around schools to keep learners safe and healthy.

*Section IV-B of the policy **acknowledged how the various DepED offices and development partners are vital in the effective implementation of the WinS Policy.***

*Further to this, the policy also articulated the need to **establish a WinS Technical Working Group (TWG) as the key structure to steer the implementation** of the WinS Program.*



CENTRAL OFFICE

DO No. 10, s. 2016 : CENTRAL OFFICE



Central Office, through the BLSS-SHD, shall:

1. Develop strategies and action plans including the setting up of a WinS TWG, issue related policies, and take charge of the overall execution of the WinS Program;
2. Allocate funds and prepare logistical plans
3. Undertake capacity development of and technical assistance
4. Undertake program oversight as well as monitoring and evaluation, and issue recommendations

DO No. 10, s. 2016 : CENTRAL OFFICE



Central Office, through the BLSS-SHD, shall:

5. Network and coordinate with partner agencies, organizations, and LGUs for program advocacy, mobilization, treatment referral, legislation, monitoring, and overall policy compliance;
6. Coordinate with the PFD for the following:
 - a. Standards and specifications for WinS facilities
 - b. Proper septage and waste water disposal ;
 - c. Correct specifications for the handwashing facilities as well as build common handwashing facilities inside the classroom for individual use and/or outside the classroom for daily group activity; and
 - d. Achievement of pupil-to-toilet ratio of 50:1 for boys and girls

DO No. 10, s. 2016 : CENTRAL OFFICE



Central Office, through the BLSS-SHD, shall:

7. Establish a set of standards for incentives and awards to recognize outstanding program implementers;
8. Coordinate with the Bureau of Curriculum Development (BCD) for the inclusion of the following into the K to 12 curriculum:
 - a. benefits of proper handwashing for food safety;
 - b. key concepts on menstrual hygiene management that are age-appropriate, culture- and gender-sensitive, and interactive;
9. Close coordination with the Department of Health (DOH) to ensure regular supply of deworming medicines to DepEd regional offices or schools division offices

STRUCTURE TO CARRY OUT THE RESPONSIBILITIES

Advisory Board

- **Main task:** This structure will oversee the work of the TWG and approves its outputs. It shall actively support the advocacy of the WinS Policy to other sectors;
- **Chair:** DepED
- **Members:**
 - DepED Executives: relevant UnderSecretaries for BLSS-SHD
 - Reps from Gov't agencies: DOH; DILG; DSWD; DPWH

STRUCTURE TO CARRY OUT THE RESPONSIBILITIES

National TWG on WASH in Schools

- **Main task:** The focus of this group is to provide strategic and technical directions for the operationalization of WinS including over-all execution of the WinS Program
- **Chair:** DepED BLSS

STRUCTURE TO CARRY OUT THE RESPONSIBILITIES

National TWG on WASH in Schools

- Members:
 - DepED: PFD, BHROD-SED, BCD, Planning Service, External Partnership Service
 - DOH – Sanitation; and Family Health Offices
 - Development Partners - Core group: UNICEF; Save; IMC; GIZ
- **Reference group:** UP-NIH (National Institute of Health), Maynilad, PNG, Unilever, CAPs, Plan Int'l., WHO, & others



REGIONAL OFFICE

DO No. 10, s. 2016 : REGIONAL OFFICE



Regional Offices shall:

1. Provide technical assistance to division offices on the conduct of training and orientation, funding sources, and link up with partners and the Central Office, among others;
2. Provide support for WinS logistical plans;
3. Conduct training and capacity development for implementers;
4. Undertake program advocacy with LGUs;
5. Implement incentives and awards for Best Division Implementer;

DO No. 10, s. 2016 : REGIONAL OFFICE



Regional Offices shall:

6. Conduct monitoring and evaluation (M&E) of the WinS Program using the national M&E tool;
7. Submit an annual report consolidating the yearly reports from Schools Division Offices within their respective jurisdictions no later than the first week of December each year to the Central Office-BLSS; and
8. Conduct an annual Performance Implementation Review of the WinS Program and submit findings and recommendations to the Central Office.

REGIONAL LEVEL



STRUCTURE TO CARRY OUT THE RESPONSIBILITIES

WinS Regional Advisory Board

- **Main Task:** It shall focus on ensuring localization of policy/ guidelines; quality assurance; and provision of technical assistance to the Schools Division Offices.
- **Composition:**
 - DepEd ***Assistant Regional Director****
 - Regional ***Chiefs****
 - Representative of the Regional Development Council

** Based on the Suggestions from the Consultation*



SCHOOLS DIVISION OFFICE



Schools Division Office shall:

1. Provide technical assistance to districts and schools in coordination with partners;
2. Conduct training and capacity development for implementers;
3. Undertake program advocacy with LGUs;
4. Conduct monitoring and evaluation of the WinS Program;



Schools Division Office shall:

5. Submit an annual report consolidating yearly reports from schools within its jurisdiction no later than the first week of December each year to the Regional Office.
6. Create a WinS TWG for better implementation of the program;
7. Implement incentives and awards for Best School Implementer; and
8. Conduct an annual Performance Implementation Review of the WinS Program

STRUCTURE TO CARRY OUT THE RESPONSIBILITIES

SDO Wins TWG

- **Main task:** It shall:
 - Oversee the work of the School TWG, approve its outputs and provide technical assistance as needed.
 - Actively support the advocacy of the WinS Policy to other sectors
 - Monitor school implementation, including the integration of WASH in the Curriculum.
- **Chair:** Schools Division Superintendent

SCHOOLS DIVISION OFFICE



STRUCTURE TO CARRY OUT THE RESPONSIBILITIES

SDO Wins TWG

- Members:
 - School Governance and Operations Division (SGOD) includes Education Facilities, School Health, M&E, Planning
 - School Education Supervisor: CID representative
 - PDO-DRR
 - Representative of School Heads
 - LGU (City/Province Chair of Education/Water/Health)
 - PTA Federation/PTCA/PTA
 - active WASH NGO



SCHOOLS

DO No. 10, s. 2016 : SCHOOL



School shall:

1. Ensure effective implementation of the WinS policy and its program activities in the school setting;
2. Secure the support and participation of the community, including the PTAs and other stakeholders, for the program;



School shall:

3. Collaborate with key partners for the following:
 - a. put in place systems and mechanisms that will allow all stakeholders to take part in the implementation of this policy,
 - b. craft specific roles and responsibilities of each member of school personnel in making sure that all requirements and standards are met,
 - c. ensure the inclusion of the WinS Program in the School Improvement Plan (SIP) and Annual Implementation Plan (AIP);

DO No. 10, s. 2016 : SCHOOL



School shall:

4. Gather information necessary for effective monitoring and evaluation of the Program;
5. Conduct an annual Performance Implementation Review of the WinS Program; and
6. Submit an annual report no later than the first week of December each year to the Schools Division Office

SCHOOL



STRUCTURE TO CARRY OUT THE RESPONSIBILITIES

School WinS TWG

- **Main task:** It shall ensure the effective implementation of WinS at the school level, including advocating for community participation and support.
- **Chair:** School head

SCHOOL



STRUCTURE TO CARRY OUT THE RESPONSIBILITIES

- **School WinS TWG Members:**
 - Members of the School Governing Council
 - Education Facilities
 - Clinic-in-charge
 - Canteen manager (if applicable)
 - Feeding coordinator
 - Representatives of Child Protection Committee; WASH partners; LGU (e.g. Barangay – committee on health and education)
 - Student representative

SUMMARY OF ROLES AT SUB-NATIONAL LEVEL



Regional Office	Schools Division Office	School
Manage the program		Implement the program
<p>Quality assurance and performance recognition</p> <ul style="list-style-type: none"> • Region-wide WinS program steering • Assuring quality of implementation • Recognizing accomplishments of SDOs 	<p>Program Management, Monitoring, and Technical Assistance to schools</p> <ul style="list-style-type: none"> • Giving technical assistance to schools Capacitating schools to implement WinS • Facilitating the involvement of the Local Government Units (LGUs). • Monitoring and evaluating the WinS program. • Implementing incentive programs to sustain the motivation and creativity to implement. 	

THE WINS MANAGEMENT MANUALS



Steering Wins

Management Handbook for Regional Offices



Wins Management

Handbook for Schools Division Offices

WHY WINS MANAGEMENT HANDBOOKS?



	Steering WinS (RO)	WinS Management (SDO)
Purpose	Assist the RO in steering the WinS Program in managing compliance to WinS standards	Guide and help SDOs manage the implementation
Objectives	<ul style="list-style-type: none">• Strengthen the capability of RO to help SDOs help the schools in implementing the WinS Program to achieve learning and health outcomes.• Sustain the gains of the program	<ul style="list-style-type: none">• Strengthen the capability of the SDOs to help schools in implementing the WinS Program to achieve learning and health outcomes.• Sustain the gains of the program.• Attain the “Seal of Excellence” as an SDO.

DEVELOPMENT PROCESS OF THE HANDBOOKS



- Desk review and consultations with RO, SDO and school WinS actors
- Research and documentation of caselets
- Drafting of the handbooks by the National WinS TWG
- Validation with RO, SDO and school WinS actors
- Refinement of the handbooks by the National WinS TWG
- Vetting by the BLSS-SHD

KEY CONTENTS OF *STEERING WINS* HANDBOOK



- What is WinS for the schools and SDOs?
- How do we strategically steer region-wide WinS?
- How do we ensure success and sustain efforts?



WASH IN SCHOOLS
THREE STAR APPROACH



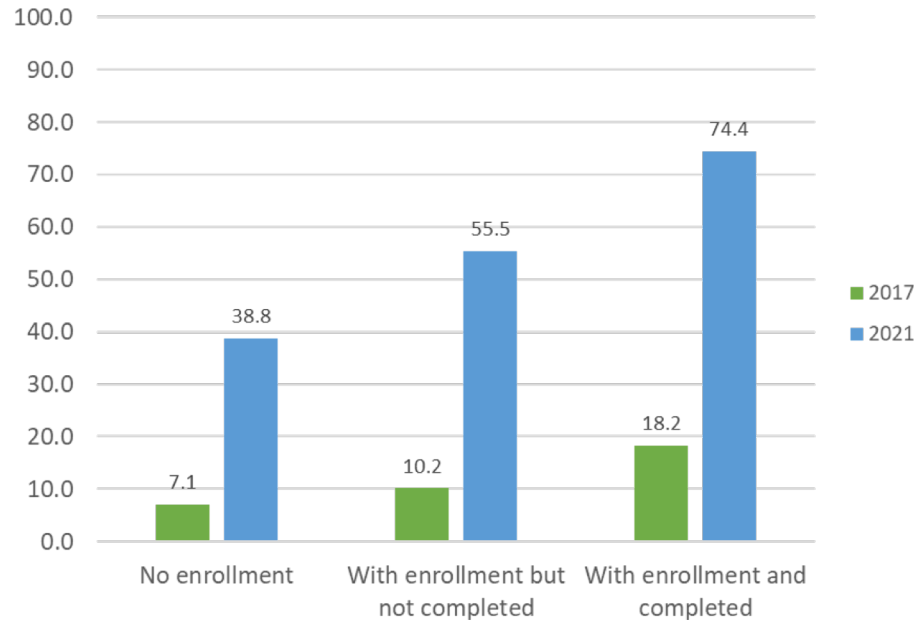
STEERING WINS
MANAGEMENT HANDBOOK FOR REGIONAL OFFICES (RO)

KEY CONTENTS OF *WINS* MANAGEMENT HANDBOOK



- What does WinS mean to the SDO?
- What does WinS mean to a school?
- How to manage division-wide WinS?
- How to make the SDO fit for the task?
- What are the success factors in WinS implementation

WHY WINS MANAGEMENT HANDBOOKS, AGAIN?

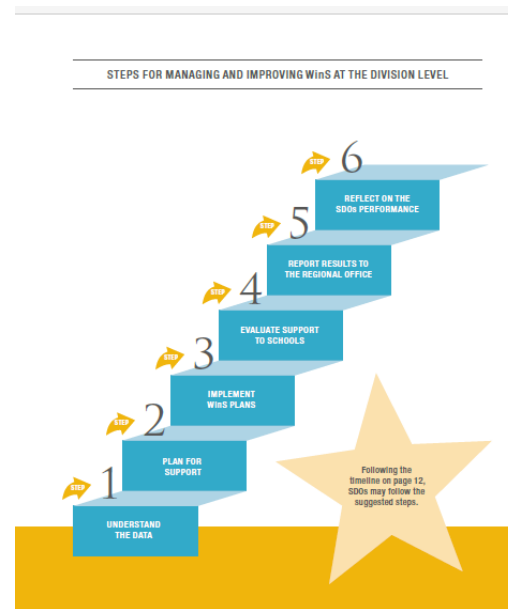


- Between SY 2017/18 and SY 2021/22, schools that participated in the MOOC demonstrated a much higher improvement in terms of **reaching at least one star level** compared to those who did not participate in the MOOC.
- WinS capacity development materials remain highly relevant in guiding policy implementation

WHAT TO DO NEXT?



- “Localize” the handbook
 - Introduce and discuss within RO and SDO TWGs
 - Assess RO and SDO WinS management systems and performance
 - Adopt or adapt to office context (structures, processes)
- Mobilize relevant actors in the office to operationalize handbook
 - Reach out, re-organize or revitalize
 - Build capacity on WinS management
 - Formulate and integrate WinS performance assessment in office evaluation system





ADVOCATING FOR WINS

COURSE FOR DIVISION EDUCATION
AND SCHOOL HEALTH MANAGERS 

DEED



THANK YOU!



National Learning Exchange cum National Awarding of the First Seal of Excellence for Water, Sanitation and Hygiene (WASH) in Schools (WinS)

July 10-14, 2023

Citadines Amigo Hotel, Iloilo City



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