



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

**MEMORANDUM**

**REITERATION OF DEPED ORDER NO. 48, S. 2016 AND  
DEPED MEMORANDUM NO. 111, S. 2019 IN PROMOTING  
A 100% SMOKE- FREE ENVIRONMENT**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
OIC-Chief Education Supervisor, School Governance and Operations  
Division  
Public Elementary and Secondary School Heads/OICs  
Administrative Officer V  
All Others Concerned

1. As part of the tobacco control advocacy of SDO- Muntinlupa under the OK sa DepEd Program (Oplan Kalusugan sa Department of Education), this office reiterates the provisions stated in DepEd Order No. 48, s. 2016 or the Policy and Guidelines on Comprehensive Tobacco Control Policy and DepEd Memorandum No. 111, s. 2019 or Prohibiting the use of E- Cigarettes and other Electronic Nicotine and Non-Nicotine Delivery System and Reiterating the Absolute Smoking Ban in Schools and DepEd Offices, this Division ensures the full implementation of tobacco control programs to promote a smoke- free environment in and around schools and offices.
2. In line with this, School Nurses and Tobacco Control Coordinators are encouraged to perform the following activities:
  - a. Educate and inform all learners, teaching and non- teaching personnel on the hazards of tobacco use and exposure to second- hand smoke, adverse socio-economic and environmental consequences of tobacco production and consumption and tobacco control policies and tactics of the tobacco industry.
  - b. Deliver an effective and brief cessation intervention services to learners, teaching and non-teaching staff in need.
  - c. Facilitate enforcement of tobacco control policies in schools and offices.
3. Attached with this Memorandum is a Brief Tobacco Cessation Intervention Form that will serve as a guide in providing smoking cessation services.

UN-2024-345



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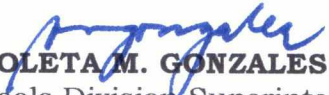
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4. Immediate and wide dissemination of this Memorandum is desired.

  
**VIOLETA M. GONZALES**

Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

Encl.: As stated  
References: As stated  
To be indicated in the Perpetual Index  
Under the following subjects:

HEALTH EDUCATION

PROGRAMS

CAMPAIGN

MRS / REITERATION OF DEPED ORDER NO. 48, S. 2016 AND DEPED MEMORANDUM NO. 111, S. 2019 IN PROMOTING  
A 100% SMOKE- FREE ENVIRONMENT  
\_\_\_\_\_/ September 18, 2024

### Brief Tobacco Cessation Intervention Form

This monitoring tool will serve as a guide for School Health Personnel and Clinic Teachers in providing smoking cessation services to learners, teaching and non-teaching personnel in need. It is a 3- minute intervention using the 5As model (Ask, Advise, Assess, Assist, Arrange), to help patients quit smoking.

#### BRIEF TOBACCO CESSATION INTERVENTION FORM

Patient's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Medical concerns and medications: \_\_\_\_\_  
\_\_\_\_\_

#### ASK

- Number of cigarettes \_\_\_ cigars, \_\_\_ pipe bowls \_\_\_ per day
- Number of cans/pouches per week \_\_\_
- Number of years used \_\_\_\_\_
- How soon after you wake up do you use tobacco  
\_\_\_ within 30 minutes \_\_\_ more than 30 minutes
- Previous quit attempts  
\_\_\_ number of attempts  
\_\_\_ longest quit period; method(s) used \_\_\_\_\_  
How long ago was the last attempt to quit? years \_\_\_ months \_\_\_
- Reason for wanting to quit \_\_\_\_\_

#### ADVISE

- Advise patient to quit in a clear, strong and personalized manner.
- Explain to patient about the benefits of quitting to motivate him/her to make a quit attempt.

## ASSESS

- Ask two questions:
  1. Would you like to be a non- tobacco user? \_\_\_\_
  2. Do you think you have a chance of quitting successfully? \_\_\_\_
  
- Willingness to make a quit attempt
  - \_\_\_\_ Pre- contemplation (stop here and re- assess next visit)
  - \_\_\_\_ Contemplation
  - \_\_\_\_ Preparation

## ASSIST

- Help the patient develop a quit plan (STAR method)
  - Set a date ideally within two weeks.
  - Tell family, friends and co- workers about quitting and ask for support.
  - Anticipate challenges to the upcoming quit attempt.
  - Remove tobacco products from patient's environment and make a home smoke free.
  
- Provide practical counselling
  
- Provide intra- treatment social support
  
- Provide supplementary materials, including information to quit lines and other referral resources. They may call the DOH Quitline, 1558 (nationwide toll free hotline) or 165364 (Metro Manila callers).
  
- Recommend the use of approved medication if needed \_\_\_\_\_

ARRANGE

Schedule follow- up contact with your patient in person, phone call or online.

Quit date \_\_\_\_\_

\_\_\_ 1-2 weeks

\_\_\_ 1 month

\_\_\_ 3 months

\_\_\_ 6 months

\_\_\_ 12 months

Comments:

*Adapted from World Health Organization, "Toolkit for Delivering the 5As and 5Rs Brief Tobacco Interventions in Primary*