



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

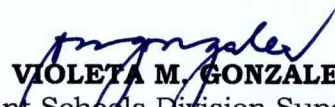
JUL 16 2025

MEMORANDUM
No. 346, s. 2025

**UPLOADING OF THE WASH IN SCHOOLS (WinS) DATA FOR SY 2024-2025
THROUGH THE ENHANCED ONLINE MONITORING SYSTEM (e-OMS)**

To: OIC-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
All Others Concerned

1. Attached is OM-OUOPS-2025-08-03503 dated June 27, 2025 on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. In line with this, a division simultaneous uploading will be conducted on **July 22, 2025 at 1:00 p.m. at the 4th Floor Student Center for Education and Life-Skill Multi-Purpose Hall. The expected participants are the School WinS Coordinators. All participants are requested to bring their laptops, extension cords and the WinS Online Monitoring System (excel file) for SY 2024-2025.**
3. Relative to this, all coordinators shall ensure access to school LIS (WinS) account prior to the said date by communicating with school LIS focal person.
4. Attached is the new Monitoring System Version 2025-06-30, for reference.
5. Strict compliance of all concerned is required.


VIOLETA M. GONZALES

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

Enclosure: As stated

References: DepEd Order No. 10, s. 2016

To be indicated in the Perpetual Index
under the following subjects:

PROGRAMS

SCHOOLS

MALA / DM Uploading of the WASH in Schools (WinS) Data for SY 2024-2025 through the Enhanced Online Monitoring System (e-OMS)

346 / JULY 14, 2025

NUM-2025-346

346



Department of Education WASH in Schools Monitoring System

Version: 2025-06-30

A. School Profile

Date of Survey: (yyyy-mm-dd)	
School Year	
Level	
School Name	
School ID	
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)	
Is drinking water from the main source currently available at school?	

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
Usable (accessible, functional & private)				0	
Not Usable				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 or school didn't experience any floods.)	☐
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. Are there handwashing facilities at the school?	
Are both soap and water currently available at the handwashing facilities?	
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/handling garbage	☐
After playing	☐
38. How many times in a week is group toothbrushing with fluoride 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?	

I. School Based Feeding Program

I.1. Number of enrolled school children receiving School meals: <i>(Note: These question apply only to elementary schools. Please report the number of enrolled school children for School Year (SY) 2024–2025 only.)</i>	Male	Female	TOTAL
Kinder			
Grade 1			
Grade 2			
Grade 3			
Grade 4			
Grade 5			
Grade 6			
SPED			
Non-graded/Multi-grade			
TOTAL			

I.2. Other than SBFP, does your school have any other feeding activities supported by partners, canteen operation, LGUs and others?	
--	--

Definition:

School meals refer to the regular provision of food (either hot meals or nutritious food products) to enrolled school children through DepEd School-based Feeding Program for at least 120 days.

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?	

G. Resilience

Does the school have existing and active school committee (i.e, representative from school admin, student organization, PTA, community/barangay representative to increase resilience and response to:	
Disease outbreaks?	
Natural disasters (e.g., typhoon, volcanic eruption, earthquake)?	
Security risk?	

H. Disability inclusion questions

Is drinking water accessible to young children and persons with limited mobility or vision?	
Are the handwashing facilities accessible to young children and persons with physical disability or impaired vision?	



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OM-OUOPS-2025-08-03503

**TO : ALL REGIONAL DIRECTORS AND BARMM EDUCATION MINISTER
SCHOOLS DIVISION SUPERINTENDENTS
ALL REGIONAL AND SCHOOLS DIVISION WINS COORDINATORS
SCHOOL HEADS CONCERNED**

FROM

JOCELYN DR. ANDAYA

Assistant Secretary for Operations

Officer-In-Charge

Office of the Undersecretary for Operations

SUBJECT : UPLOADING OF THE WASH IN SCHOOLS (WinS) DATA FOR SY 2024-2025 THROUGH THE ENHANCED ONLINE MONITORING SYSTEM (e-OMS)

DATE : June 24, 2025

The Department of Education (DepEd) Order No. 10, s. 2016, also known as the Policy and Guidelines for the Comprehensive Water, Sanitation, and Hygiene (WASH) in Schools (WinS) Program, establishes quality standards for water, sanitation, hygiene, deworming, and health education. It aims to promote proper hygiene and sanitation practices among schoolchildren and ensure a clean, safe, and healthy school environment.

The WinS Program uses the Three-Star Approach (TSA), an integrated system for monitoring, quality assurance, and performance recognition. Outlined in DepEd Memorandum No. 19, s. 2018, it promotes continuous improvement and measurable results in school communities.

After years of implementing the WinS policy, DepEd and its partners recognized the need to integrate the WinS Online Monitoring System (OMS) into the Basic Education Information System (BEIS). To support this, BLSS-SHD, in collaboration with GIZ, UNICEF, and Save the Children Philippines, is amending DepEd Memorandum No. 194, s. 2018, to strengthen WinS monitoring and implementation, ensuring alignment with educational priorities and technological advancements.



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OM-OUOPS-2025-__-__

**TO : ALL REGIONAL DIRECTORS AND BARMM EDUCATION MINISTER
SCHOOLS DIVISION SUPERINTENDENTS
ALL REGIONAL AND SCHOOLS DIVISION WINS COORDINATORS
SCHOOL HEADS CONCERNED**

FROM :



JOCELYN DR. ANDAYA

Assistant Secretary for Operations

Officer-In-Charge

Office of the Undersecretary for Operations

**SUBJECT : *in* UPLOADING OF THE WASH IN SCHOOLS (WinS) DATA
FOR SY 2024-2025 THROUGH THE ENHANCED ONLINE
MONITORING SYSTEM (e-OMS)**

DATE : June 27, 2025

The Department of Education (DepEd) Order No. 10, s. 2016, also known as the Policy and Guidelines for the Comprehensive Water, Sanitation, and Hygiene (WASH) in Schools (WinS) Program, establishes quality standards for water, sanitation, hygiene, deworming, and health education. It aims to promote proper hygiene and sanitation practices among schoolchildren and ensure a clean, safe, and healthy school environment.

The WinS Program uses the Three-Star Approach (TSA), an integrated system for monitoring, quality assurance, and performance recognition. Outlined in DepEd Memorandum No. 19, s. 2018, it promotes continuous improvement and measurable results in school communities.

After years of implementing the WinS policy, DepEd and its partners recognized the need to integrate the WinS Online Monitoring System (OMS) into the Basic Education Information System (BEIS). To support this, BLSS-SHD, in collaboration with GIZ, UNICEF, and Save the Children Philippines, is amending DepEd Memorandum No. 194, s. 2018, to strengthen WinS monitoring and implementation, ensuring alignment with educational priorities and technological advancements.

The results of the uploading for SY 2023-2024, which took place from June 15 to September 15, 2024, recorded a total participation rate of 96.95%, with 48,653 out of 50,183 schools nationwide. This marks a slight increase from the SY 2022-2023 results. This achievement reflects the combined efforts and dedication of our field implementers, who have diligently overseen the program's implementation.

In this regard, this Office officially announces the **National Uploading and Validation of the WASH in Schools (WinS) Program for SY 2024-2025** which will officially start on **June 30** and continue through **August 29, 2025**.

Furthermore, in relation to the said activity, the following are being advised:

1. All public elementary and secondary schools converted into integrated schools that are experiencing difficulties in uploading WinS data shall coordinate with their Schools Division Office (SDO) WinS coordinators. These schools shall submit their raw Excel files to the SDO WinS coordinators, who will then upload the data to the e-OMS.
2. In the case of system maintenance, the Regional Office WinS coordinators shall be informed.
3. Any other issues or concerns that arise should be addressed through the submission of a **support ticket**, which shall undergo a formal escalation process through the User Support Division (USD) and Solutions Development Division (SDD) of the Information and Communications Technology Service (ICTS).
4. To ensure proper guidance, all RO and SDO WinS coordinators are highly encouraged to revisit **DO 10, s. 2016** and **DM 194, s. 2018**.

For further inquiries or clarifications, please contact Dr. Maria Corazon C. Dumlao, Chief Health Program Officer; Ms. Magdalene Portia T. Cariaga, Senior Education Program Specialist; Ms. Christine Isabel B. Buenvenida, Health Education and Promotion Officer II; or Mr. Dranoel Cyrus C. Baguio, Technical Assistant II of the BLSS-SHD via telephone at 8632-9935 or email at sbfp@deped.gov.ph.

For immediate dissemination and implementation.