



**DIVISION MEMORANDUM**  
NO. 157, s. 2020

**THE THIRTY-SEVEN DAYS COUNTDOWN OF THE OPENING OF  
CLASSES UNDER THE NEW NORMAL**

**TO: OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT (OSDS)  
CURRICULUM IMPLEMENTATION DIVISION (CID)  
SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)  
District In-Charges (DICs)  
Head Teachers/Principals  
Both Elementary and Secondary Schools  
This Division**

1. In consonance with the Department of Education's mandates on the Opening of Classes under the New Normal on August 24, 2020 on remote learning delivery modalities and with the consensus derived from the collated Learners Enrolment Survey Forms (LESF), this Division decided to offer distance learning such as Online Distance Learning (ODL), TV/Radio-Based Instruction(TVI/RBI) and Modular Distance Learning.
2. The entire Division is engrossed with the readiness of the delivery of these learning modalities and the preparation of the quality assured Self-Learning Materials (SLMs) to our learners from Kindergarten to Grade 12 with the observance of health protocols in schools.
3. To mobilize the schools and to assist its readiness, a thirty-seven (37) days countdown on the Opening of Classes is initiated by this Division through the personnel of the School Governance and Operations Division (SGOD) as follows: a) the first 15 days of the 37 days from July 17 - 31 ; (b) the second 15 days of the 37 days from August 1 - 15, 2020 and (c) the last 7 days of the 37 days from August 16 - 22, 2020.
4. Enclosed are the Checklists of the Monitoring of Readiness, Intensifying theWaSH in School Program and School-Based Feeding Program .
5. Immediate and wide dissemination of this Memorandum is desired.

**AGUSTINES E. CEPE, CESO V**  
**Schools Division Superintendent**

AEC/mtr/07-20-2020





School Name: \_\_\_\_\_

School ID: \_\_\_\_\_

School Head: \_\_\_\_\_

Date of Assessment: \_\_\_\_\_

### I. Modality

- Online
- Type of Connection
    - MOBILE DATA
    - DSL
    - FIBER
- ✦ Speed per second (mbps): \_\_\_\_\_
- Modular
- TV-Based Instruction
  - DALIT TV
- Radio-Based Instruction
  - DXCT RADIO PILIPINAS
  - DXBH HOPE RADIO
  - Platform
    - Radio
    - Mobile Gadgets

### II. Mode of Delivery

#### A. Distribution (Person In-charge)

- Teachers
- Parents
- Brgy. Officials
- Brgy. Health Workers
- Brgy. Nutrition Scholars
- Purok Leaders
- Civilian Volunteer Officer

- Means of Transportation

- Public Utility Vehicle
- Motorcab
- Bus
- Habal-Habal
- Horse
- Private Vehicle

#### B. Point of Distribution

- School
- Purok Center
- Brgy. Hall
- Others (Specify): \_\_\_\_\_

#### C. Retrieval (Person In-charge)

- Teachers
- Parents
- Brgy. Officials
- Brgy. Health Workers
- Brgy. Nutrition Scholars
- Purok Leaders
- Civilian Volunteer Officers

### • Means of Transportation

- Public Utility Vehicle
- Motorcab
- Bus
- Habal-Habal
- Horse
- Private Vehicle

### III. Health Protocol (Please see attached file)

### IV. Infrastructure

- Water Connection
- Electricity
- Internet Connection
- Type of Connection
    - MOBILE DATA
    - DSL
    - FIBER
- ✦ Speed per second (mbps): \_\_\_\_\_

- Classroom Condition

- Dilapidated
- Good Condition

### V. Stakeholders

- Brgy. Officials
- PTA Officers
- Brgy. Health Workers
- Brgy. Nutrition Scholars
- Purok Leaders
- Civilian Volunteer Officers

Assessed by:

\_\_\_\_\_  
Designation





Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO

**INTENSIFYING THE WaSH IN SCHOOL (WinS) PROGRAM**  
**WinS Readiness Checklist for the Opening of Classes 2020**  
**amidst COVID-19 pandemic**

Region: \_\_\_\_\_  
 School: \_\_\_\_\_  
 School Head: \_\_\_\_\_

Division: \_\_\_\_\_  
 Date of Assessment: \_\_\_\_\_  
 Assessment No. **1**

**2**

**Instruction:** Put a check the appropriate box corresponding each item.  
 (O for **Observed**, NO for **Not Observed**)

Indicators	O	NO	Remarks (number, status, condition, etc.)
<b>Crucial Indicators:</b>			
1. Installed handwashing facilities at the entrance & exit of the school.			
2. Presence of group handwashing facilities near the classrooms.			
3. Availability of water supply for handwashing.			
4. Availability of liquid soap at the handwashing facility.			
5. Supply of alcohol and other disinfectants at the entrance of schools.			
6. Foot bath installed at the school's entrance.			
7. Source of safe drinking water.			
8. Functional toilets available.			
<b>Non-crucial indicators:</b>			
9. Availability of learner's personal hygiene kits (with washable face mask).			
10. Installed "hands-free" handwashing facilities at the entrance/exit of the school.			
11. Availability of thermal scanner to monitor body temperatures.			
12. Availability of extra face masks at the school's entrance (to be provided to learners in case they have none)			
13. Group / individual handwashing facilities in strategic places (other than placed at the gates/entrances/exits)			
14. Posted IEC materials on proper handwashing and Covid-19 (FAQs, infographics, tarps, etc.)			
<b>If classes have started</b>			
15. Practices mandatory washing of hands upon entering the school and when leaving for home.			
16. Observes proper physical distancing inside and outside the classroom.			
17. Disinfects classrooms, school facilities & pathways regularly.			

**Note:** Crucial indicators-all indicators must be present, lacking 1 item automatically classifies the school as **NOT WinS ready** for the opening of classes amidst COVID-19 pandemic. This tool must be administered twice this year. First is on July 2020 (items 1-14 only). Results will guide the schools on what are yet to be prepared/accomplished, while SDO can use the result for planning in the provision of technical assistance to schools. The second round is to be done in August (all items 1-17) to determine whether all schools are ready for the opening of classes.



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School Name: \_\_\_\_\_

School ID: \_\_\_\_\_

School Head: \_\_\_\_\_

Date of Assessment: \_\_\_\_\_

## SCHOOL- BASED FEEDING PROGRAM

SY: 2020-2021

### Food Distribution Checklist - Survey FOR ELEMENTARY LEVEL

Indicators	Yes	No	Remarks
1. Food supply may be picked-up by parents 1-2x a week on designated days and time and compliant to health standards			
2. Schools may arrange a local transportation to distribute to the home of learners.			
3. Schools may arrange with LGUs / barangay to assist in the distribution.			
4. Schools may arrange with partners.			

Assessed by:

\_\_\_\_\_  
Designation

