



Republic of the Philippines
Department of Education
Schools Division of Benguet

DIVISION MEMORANDUM

No. 306, S 2023

DepEd-Benguet Division

OCT 09 2023

RELEASED

To: School Governance and Operations Division
 Public Schools District Supervisors and Coordinating Principals
 Public Elementary School Heads
 All Others Concerned

**TECHNICAL WORKING GROUP FOR THE HEALTHY LEARNING INSTITUTION
 PROGRAM IMPLEMENTATION**

1. In view of the Healthy Learning Institution program in partnership with the Provincial Health Office and Department of Health from September 2023 to the last day of June 2024 in the 30 Last Mile Elementary Schools as pilot sites, the following personnel are designated as Technical Working Group to facilitate and oversee the program implementation:

SALLY L. BANAKEN-ULLALIM Schools Division Superintendent	Consultant
CARMEL F. MERIS OIC-Assistant Schools Division Superintendent	Co-consultant
LUCIO B. ALAWAS , SGOD Chief	Member
DR. KIRSTY A. DEPNAG , Medical Officer	Member
CORAZON C. QUIPOT , SMME	Member
ARVIN M. DOMAN , SOCMOB	Member
FLORINDA C. PAGOY , Accountant	Member
FLORABEL E. BUCLAY , Budget Office	Member
MAHAL M. RIFANI , Supply/BAC	Member
ROSELLE KRISTINE WAGUIS , Nurse	Member
SATURNINO CALASAN , Nurse	Member
GERGENSON DELFIN , Nurse	Member
ROSE VIRGINIE KILLIP , Nurse	Member
SHELBY SANGAO , Nurse	Member
ROBERT JAY NAMORO , Nurse	Member
ROLLEN GUIVAC , Nurse	Member
MURPHY LISWID , Youth Formation	Member

2. Members of the SDO TWG shall perform the following functions as necessary:
- In coordination with the LGU, oversee the implementation of the 2023 HLI Program, in accordance with the approved Work and Financial Plan. The SDO TWG shall act as a liaison, coordinating between the LGU and the schools included in the 2023 HLI Program
 - Issue local DepEd policies to support the implementation of the 2023 HLI Program;



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- c. Undergo and/or implement capacity development and training activities necessary for the successful implementation of the 2023 HLI Program. This may involve rolling capacity-building sessions and quarterly or monthly monitoring sessions (or Kamustahan sessions) to school heads, school planning teams, and other representatives involved in the 2023 HLI Program;
 - d. Provide logistical and other support to the selected implementing schools to implement their action plans for the 2023 HLI program, including if necessary, sourcing from its own funds, to supplement activities identified in the approved Work and Financial plan;
 - e. In collaboration with the LGU, establish or strengthen Information and Service Delivery Networks linking learners with appropriate medical assistance, if necessary;
 - f. Assist in overseeing monitoring and evaluation (M&E) activities, including, but not limited to:
 - i. Preparation and/or collation of M&E and other accomplishment reports of implementing schools (e.g. action plans developed at the school level for the HLI Program, self-appraisal checklists, learner assessment questionnaires);
 - ii. Maintenance of documentation of all activities and programs in line with the implementation of the 2023 HLI Program, specifically but not limited to photos, videos, narrative reports, etc.; and;
 - iii. Evaluation of school outputs and recognition (or awarding) of implementing schools that meet or surpass standards for Healthy Learning Institutions.
 - g. Prepare/submit, in a timely manner/within the deadline set/agreed to the LGU Fund Utilization Reports and Fund Liquidation Reports;
 - h. Participate regular feedback monitoring sessions as initiated by the CHD and/or LGU;
 - i. Send delegates and participate in intersectoral consultative meetings and other activities of the Province Health Promotion Committees.
3. For guidance and immediate dissemination.

SALLY L. BANAKEN-ULLALIM CESO V
Schools Division Superintendent

For the Schools Division Superintendent:


LUCIO B. ALAWAS
OIC/Chief Education Supervisor


HEATHER NORYLLE V. ESBEN
Scout Schools Division Superintendent For A Day



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