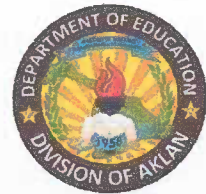




Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Kalibo, Aklan



August 15, 2018

To: **Public Schools District Supervisors**
School Heads Concerned
All Other Concerned

Dear Sirs/Mesdames:

Please be informed that there will be a one-day meeting of all District SBM and ICT Coordinators tomorrow, August 16, 2018 from 9:00 AM to 5:00 PM at the ASJ Hall, Division Office, Kalibo, Aklan.

Agenda of the meeting will be:

1. Three Star approach
2. Encoding of the data

They are advised to bring laptop, broadband and a hard copy of monitoring tool (WINS 3-STAR MATRIX FOR SCHOOLS) of all schools in their respective districts.

Hereunder is the sample tool.

WINS 3-STAR MATRIX FOR SCHOOLS
Unayasan Elementary School, Altavas, Aklan

Water	Safe Drinking Water ★★★★	Water Testing ★★★★	Water for Cleaning ★★★★	
Sanitation	Segregated Toilets ★★★★	Security of Toilets ★★★★	Wash Facility for Toilets ★★★★	Wash Facility for MHM ★★★★
	Safety of Detached Toilets ★★★★	Toilets for Disabled ★★★★	Daily Cleaning of Toilets ★★★★	Funding for Repairs ★★★★
	Burning of Waste ★★★★	Segregated Trash Bins ★★★★	Segregation ★★★★	Garbage Collection ★★★★
	Septic Tank ★★★★	Drainage ★★★★	System for Flood ★★★★	Food Handler ★★★★
Hygiene	Group Hand-washing Activity ★★★★	Availability of Soap ★★★★	Group Hand-washing Facility ★★★★	Individual Hand-washing Facility ★★★★
	Individual Hand-washing Practice ★★★★	Oral Care/Tooth-brushing Activity ★★★★	Availability of tooth-brush & paste ★★★★	
	WHS in SIP/AIP ★★★★	Funding of supplies ★★★★	Sanitary Pads ★★★★	
	Disposal of Sanitary Pads ★★★★	IEC Materials for MHM ★★★★	Rest Space for MHM ★★★★	
Deworming	Semi-annual deworming ★★★★	Pupils Dewormed ★★★★		
Health Education	IEC Materials ★★★★	Organized Teams ★★★★	INSET ★★★★	
	Learning Materials ★★★★	Advocacy for Parents ★★★★	Extra Curricular Activities ★★★★	

Legend
■ 0 Star ■ 2 Stars
■ 1 Star ■ 3 Stars

For your information and guidance.

Very truly yours,

For the School Division Superintendent

MICHAEL T. RABIZ

Chief Education Supervisor, SGOD
In-Charge of the Division

UNNUMBERED DIVISION LETTER

/fpj