



Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0422-0051
MEMORANDUM
05 April 2022

For: **Regional Directors**
Schools Division Superintendents

Subject: **DESIGNATION OF 'OK SA DEPED' PROGRAM**
COORDINATORS AND CO-COORDINATORS IN REGIONAL
OFFICES AND SCHOOLS DIVISION OFFICES

Since 2018, the Department of Education, through the Bureau of Learner Support Services-School Health Division (BLSS-SHD), has been implementing the *Oplan Kalusugan sa DepEd (OK sa DepEd)*, the convergence of DepEd's school health and nutrition initiatives at the school level, in partnership with various stakeholders. (DO 28, s. 2018)

At the Regional Offices (ROs) and the Schools Division Offices (SDOs), School Health and Nutrition (SHN) Units/Sections under the Education Support Services Division and the School Governance and Operations Division, lead the *OK sa DepEd* activities.

In anticipation of the transition with the change in administration, ROs and SDOs are instructed to **confirm the designation of their program coordinators/focal persons and co-coordinators/alternates** by -

1. accomplishing the attached templates (**Annex A** for ROs and **Annex B** for SDOs); and
2. issuing/re-issuing a regional/division memorandum to make the order effective again, as necessary, using the attached templates as basis.

As coordinators/focal persons, they are in-charge of communicating the concerns relating to their projects, particularly with their counterparts at the BLSS-SHD, with the guidance from their immediate supervisors and/or Heads of Offices.

BLSS-SHD usually calls for meetings with the coordinators/focal persons only. In case the coordinators/focals are not available, the designated co-coordinator/alternate may attend on their behalf.



Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRMMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

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Please note that the attached templates do not completely present all possible representations/assignments that the field personnel may have. ROs and SDOs may have designated health personnel for other tasks which may no longer be reflected in the templates (e.g., focal person for blood-letting activities). The templates enumerate only the '*coordinatorships*' that BLSS-SHD is concerned about.

Please refer to Guide in designating personnel/accomplishing the templates (**Annex C**).

SDOs are directed to submit their accomplished templates to the ROs who will then compile and submit the papers with a cover letter (**Annex D**) to BLSS-SHD through e-mail at okd@deped.gov.ph on or before **22 April 2022**.

Editable soft copies of the documents may be accessed at: <https://bit.ly/okdfielddesignation> .

Please inform BLSS-SHD on any changes to the designation.

For questions and concerns, please contact Dr. Maria Corazon C. Dumlao, Chief, through (02) 8632-9935 or email at blss.shd@deped.gov.ph , or Gian Erik M. Adao, Education Program Specialist II, or Belinda C. Beltran, Nutritionist-Dietitian III, through Viber (09173274426) or through MS Teams.

For compliance.



ALAIN DEL B. PASCUA
Undersecretary




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Annex A

**Designated Coordinators/Focal Persons and Co-Coordinator/Alternates
of OK sa DepEd Flagship and Support Programs**

Region ____

Program	Coordinator/ Focal Person	Co-Coordinator/ Alternate
OK sa DepEd		
1. School-Based Feeding Program (SBFP)		
➤ SBFP-NFP		
➤ SBFP-Milk		
Nutrition Support Program (e.g., ISNM, NSIP, Food Safety, Healthy Food Choices)		
2. WASH in Schools		
3. Adolescent Reproductive Health		
4. National Drug Education Program		
Comprehensive Tobacco Control (Program Coordinator)		
Brief Tobacco Intervention Provider		
5. School Mental Health		
6. Medical, Dental, and Nursing		
6a. Dental Services/School Dental Health Care Program		
6b. Medical and Nursing Services (Overall)		
➤ Integrated Helminth Control Program		
➤ Vision Screening		
➤ School-Based Immunization Program		
➤ Weekly Iron Folic Acid (WIFA) Supplementation		
➤ Tuberculosis		
➤ Nutritional Assessment		
➤ COVID-19 Response and Management		
➤ COVID-19 Vaccination		
➤ Rabies Prevention and Control		

Does the Regional Office have a Facebook page dedicated for OK sa DepEd/school health and nutrition programs?

Page name and address	
Page owner/admin/manager	
Other social media accounts	

Prepared by:

Approved by:

Regional Director



Annex B

Designated Coordinators/Focal Persons and Co-Coordinator/Alternates of *OK sa DepEd* Flagship and Support Programs

SDO _____

Program	Coordinator/ Focal Person	Co-Coordinator/ Alternate
OK sa DepEd*		
1. School-Based Feeding Program (SBFP)		
➤ SBFP-NFP		
➤ SBFP-Milk		
Nutrition Support Program (e.g., ISNM, NSIP, Food Safety, Healthy Food Choices)		
2. WASH in Schools		
3. Adolescent Reproductive Health		
4. National Drug Education Program		
Comprehensive Tobacco Control (Program Coordinator)		
Brief Tobacco Intervention Provider		
5. School Mental Health		
6. Medical, Dental, and Nursing		
6a. Dental Services/School Dental Health Care Program		
6b. Medical and Nursing Services (Overall)		
➤ Integrated Helminth Control Program		
➤ Vision Screening		
➤ School-Based Immunization Program		
➤ Weekly Iron Folic Acid (WIFA) Supplementation		
➤ Tuberculosis		
➤ Nutritional Assessment		
➤ COVID-19 Response and Management		
➤ COVID-19 Vaccination		
➤ Rabies Prevention and Control		

Does the SDO have a Facebook page dedicated for *OK sa DepEd*/school health and nutrition programs?

Page name and address	
Page owner/admin/manager	
Other social media accounts	

Prepared by:

Approved by:

Schools Division Superintendent



Annex C

Guide in Designating Personnel/Accomplishing the Templates

1. **On repeating names and designations** - Each flagship/support program must have a coordinator/focal person and a co-coordinator/alternate.
 - a. In the regions and in small divisions, same personnel will likely have multiple designations. For the first time that the personnel's name will appear in the matrix, indicate the full name (with middle initial), position and their official DepEd email address.
 - b. For the succeeding times that their name will appear in the matrix, indicate the last name only or their full name (if more than one personnel have the same surname).
 - c. If applicable, also indicate—enclosed in parenthesis after their position title—whether the personnel is COS, LGU-hired or detailed.

Example:

Program	Coordinator/ Focal Person	Co-Coordinator/Alternate
OK sa DepEd	Juanna A. dela Cruz, Medical Officer IV, < juanna.delacruz099@deped.gov.ph >	Mario A. Cortez, Dentist III, < mario.juan@deped.gov.ph >
XXX		
WinS	dela Cruz	Cortez
ARH	Mark M. Anog, Nurse II (detailed), < mark.anog@deped.gov.ph >	Cortez
NDEP	Cortez	John C. dela Cruz, Nurse II (detailed), < john.delacruz099@deped.gov.ph >
MH	Juanna A. dela Cruz	John C. dela Cruz

2. **On designating the OK sa DepEd coordinators** - Per DO 28, s. 2018, the Regional and the Division OK sa DepEd Coordinators shall be the Medical Officer IV and the Medical Officer III. In the absence of a medical officer, the Dentist may next be designated, and then the Nutritionist-Dietitian II or a Nurse II, for the RO and the SDO.
3. **On designating SBFP coordinators** - There shall be two sets of coordinators and co-coordinators, one for the SBFP-NFP component and another for the SBFP-Milk Component. At the RO, the focal person is likely the same person; i.e., the Nutritionist-Dietitian II.
4. **On designating Nutrition Support Program coordinators** - As far as BLSS-SHD is concerned, only one set of a coordinator and a co-coordinator is needed for the Nutrition Support Program as this already collectively refers to all other programs that support the SBFP (e.g., ISNM, NSIP, Food Safety). While the ROs and the SDOs may have assigned different personnel to coordinate these different programs separately (e.g., NSIP coordinator, ISNM coordinator), BLSS-SHD will very likely still coordinate directly only with the designated Nutrition Support Programs.
5. **On designating Comprehensive Tobacco Control Program Coordinators and Brief Tobacco Intervention (BTI) Providers** - The BTI provider (who is focused on the provision of brief tobacco intervention or other cessation services) may not necessarily be the same person as the program coordinator (focused on program concerns). Personnel designated for this purpose must be non-smokers and non-vapers. Please refer to DM 147, s. 2018 and DM 110, s. 2019 for details.



6. **On designating Medical and Nursing Services coordinator** - There must be an overall coordinator and overall co-coordinator for Medical and Nursing Services, in addition to the coordinators and co-coordinators who will specifically focus on the specific programs as specified in the matrix.
7. **On designating COVID-19 Response and Vaccination focals** - In some ROs and SDOs, the focal for COVID-19 vaccination is different from the focal for the overall COVID-19 response. Please reflect both in the template. It is understood that the focal person for COVID-19 response is the lead of the RO's/SDO's DRRM Team that has been activated/established for COVID-19 response, per DM 15, s. 2020.
8. **For the RO's/SDO's Facebook page** – Indicate the name of the page as well as its URL. Also indicate the name on Facebook of the personnel who currently manage(s) the page. Include the names and URLs of the other social media accounts of the RO/SDO, if available.

Example:

Page name and address	Facebook name: OK sa DepEd Facebook URL: https://facebook.com/OplanKalusuganSaDepEd/
Page owner/admin/manager	Gian Erik M. Adao
Other social media accounts	N/A



Annex D

Sample Letter Template for the Submission of the Accomplished Templates

Date

ALAIN DEL B. PASCUA

Undersecretary for Administration
Department of Education

THRU : **LOPE B. SANTOS III**
Director IV
Bureau of Learner Support Services

Dear Usec. Pascua:

XXX

In compliance with OUA Memorandum No. **00-0422-0051**, this Office submits the attached summaries of the **Designated Coordinators/Focal Persons and Co- Coordinators/Alternates of OK sa DepEd Flagship and Support Programs** at the Regional Office and the (#) Schools Division Offices of DepEd Region ____.

I certify that the designation of the said personnel is consistent with the provided guidelines.

XXX

Respectfully,

Regional Director

