



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

**Office of the Schools Division Superintendent**

May 7, 2024

**DIVISION MEMORANDUM**

No. 304, s. 2024

**HLI FACE-TO-FACE EVALUATION, ONLINE ORIENTATION  
AND OKD HLI SELF-APPRAISAL CHECKLIST**

**To:** Public School District Supervisors/ In- charge  
Elementary and Secondary School Heads  
District Nurses  
This Division

1. To ensure the continuous improvement of our schools through the Healthy Learning Environment (HLI) initiative, this Office would like to inform the identified 10 LMS (Last Mile Schools) on the upcoming activities that will be conducted in collaboration with the Provincial Health Office and Provincial Department of Health (DOH).

a. These are the identified schools for the OKD-HLI integration.

| Name of School                     | District           |
|------------------------------------|--------------------|
| Kinanao Pamalihi ES                | Balingasag South   |
| Impadiding ES                      | Claveria Northeast |
| Matampa ES                         | Salay              |
| Aligodon Higaonon Tulogan Nauhanan | Claveria Northeast |
| Lapu-Lapu ES                       | Balingasag Central |
| Malunsagay ES                      | Claveria Northeast |
| Kamansi ES                         | Lagonglong         |
| Suminanap ES                       | Manticao           |
| Betahon ES                         | Lugait             |
| Pag-asa ES                         | Magsaysay II       |
| Tinaan ES                          | Magsaysay II       |



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2. Further in line with our commitment to promoting a healthy and safe learning environment, 2 activities are indicated:

a. Face-to-Face Evaluation on May 20-24, 2024 of the above-mentioned schools in collaboration with the Provincial Health Office and Provincial DOH. This evaluation aims to assess the physical and environmental factors that contribute to our chosen School's OKD HLI Self-Appraisal Checklist, in the aim to assess the level of technical assistance and support that the school will garner. Detailed schedules and guidelines will be provided to you in due course.

b. Online Orientation on OKD HLI Self-Appraisal Checklist:

To facilitate the self-assessment process and ensure that all schools are equipped with the necessary tools for evaluation, we will be conducting an online orientation session May 9, 2024 on the OKD-HLI Framework and OK-HLI Self-Appraisal Checklist. This checklist will serve as a guide for schools to assess their current practices and identify areas for improvement in promoting a healthy learning environment. The attached checklist provides a detailed overview of the criteria that will be evaluated during the HLI assessment and subsequent regional and national awards. Link for the online meeting shall be disseminated in the designated chat group for OKD-HLI Activities. It is encouraged that all staff members, including teachers, administrators, and support staff shall participate in the online orientation session to familiarize themselves with the self-appraisal checklist.

3. The timeline for the current undertaking on the OKD-HLI Integration and Rollout:

| May 2024   | June 2024   | July 2024  | June 2024                             |
|--|---|--|---------------------------------------|
| Online OKD-HLI onboarding and orientation among Focal Persons, School Heads and PSDSs of LMS chosen for OKD-HLI Expansion. | Teachers to spend One (1) Month without workload. | Workshop for Participants onboarding among the 10 LMS Chosen for OKD-HLI Expansion for the Province of Misamis Oriental. | INSET for HLI and roll out of OKD-HLI |
| Accomplishment of OKD-HLI Self Appraisal Checklist (May 10-17, 2024)   |   |  |                                       |



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|  |  |  |  |
|--|--|--|--|
| Onsite Evaluation and technical assistance together with PHO and PDOHO team. |  |  |  |
|--|--|--|--|

4. Should you have any questions, do contact Mrs. Ma. Corazon Homicillada with this number 09606257207.
5. For information, guidance and of strict compliance.

  
**EDILBERTO L. OPLENARIA, EdD, CESO V**  
School Division Superintendent 

ELO/MMA/sgod/mma - emd



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Oplan Kalusugan sa DepEd  
Healthy Learning Institutions

**Self-Appraisal Checklist**  
**V2 (a.o. SY 2024 - 2025)**

**Date:** \_\_\_\_\_

**Accomplished by:** \_\_\_\_\_

**INSTRUCTIONS:** This form is intended to be filled out by school heads or designated school personnel interested to apply for **Oplan Kalusugan sa DepEd - Healthy Learning Institutions certification**. Answer only the “Applicant” portion. Indicate “1” if the item is fully in place, “0.5” if partially in place, and “0” if absent. At the end of each portion, add the scores per indicator. An indicator is only given a score of “1” if all of its component standards scored 1. A score of 0.5 in any standard will result in the indicator scoring 0.5.

A validator will visit the school at a later date to verify all information provided. Please answer honestly and be prepared to show any Means of Verification (MOVs) during the surveyor’s visit. Schools found to have “Satisfactory” marks or higher will be eligible to be certified as Healthy Learning Institutions.

*For the validator: Validate the applicant’s scoring for each standard. Score “1” on the indicator if all of its component standards are found to be fully in place. If one standard is only partially in place, score “0.5” on that indicator. Indicate the MOVs, if any (e.g. observation, photo, video, accomplishment report, lesson plans, etc.) in the “MOV” portion. At the end of each portion, total the scores per indicator.*

| <b>Pillar 1: Healthy School Policy</b>   |   |  |          |                                       |
|--|---|--|----------|---------------------------------------|
| <b>FULLY IN PLACE (1 point):</b><br>All policies/rules/plans are updated, available, and implemented | <b>PARTIALLY IN PLACE (0.5 pts)</b><br>Policies/rules/plans are available, but not implemented  |  |          |                                       |
| Indicator  | Standard / Description  | Applicant  | Surveyor | MOV<br><i>For surveyor's use only</i> |
|  |   | <i>Indicate your scores as follows:<br/>1 - Fully in place<br/>0.5 - Partially in place<br/>0 - Absent</i> |          |                                       |
| 1.1 Implementation of School-Based Feeding Program   | 1.1.1 All undernourished public elementary school children are provided with fortified meal for a period not less than 120 days in a year |  |          |                                       |
| 1.2 Implementation of the Healthy Food and Beverage Choices in                                       | 1.2.1 Only food and beverages classified under the green or yellow categories are available   |  |          |                                       |



|   |  |  |  |  |
|---|--|--|--|--|
| Schools and DepEd Offices   | 1.2.2 Approved healthy menu  |  |  |  |
| 1.3 Implementation of DepEd Order No. 8, s. 2007 or the Revised Implementing Guidelines on the Operation and Management of School Canteens in Public Elementary and Secondary Schools<br><br><i>Applicable only to schools with canteens. If the school has no canteens, indicate "N/A"</i> | 1.3.1 Usage of iodized salt in the preparation of cooked foods   |  |  |  |
|   | 1.3.2 Reasonable selling price for all merchandise, not exceeding prevailing prices in the locality  |  |  |  |
|   | 1.3.3 Sanitary Clearance/Permit from the local Health Department   |  |  |  |
|   | 1.3.4 All canteen staff have health permit from local Health Department  |  |  |  |
|   | 1.3.5 Adherence to food safety standards, including wearing of proper attire by the canteen staff  |  |  |  |
| 1.4 Implementation of DepEd Order No. 34, s. 2019 or the Revised Physical Fitness Tests Manual  | 1.4.1 100% of Grades 4, 5 and Secondary Level participated   |  |  |  |
|   | 1.4.2 Physical Fitness Test (PFT) conducted at the beginning of Q1 and Q3 respectively to monitor progress   |  |  |  |
| 1.5 Implementation of DepEd Order No. 060, s. 2021 or the Guidelines on Galaw Pilipinas: The DepEd National Calisthenics Exercise Program   | 1.5.1 Galaw Pilipinas performed by the learners and entire school community in every flag raising ceremony, flag retreat, or before the start of class |  |  |  |
|   | 1.5.2 Galaw Pilipinas are part of demonstration activities, school foundation day, & other activities.   |  |  |  |
| 1.6 Implementation of DepEd Order No. 10, s. 2016 or the Policy and Guidelines for the Comprehensive Water, Sanitation, and Hygiene in Schools (WINS) Program   | 1.6.1 Repair and maintenance requirements are reflected in the School Improvement Plan (SIP) & Annual Implementation Plan (AIP).                       |  |  |  |
|   | 1.6.2 Funding for regular maintenance and repair of toilets, handwashing and other water facilities is available                                       |  |  |  |
| 1.7 Implementation of DepEd Memorandum No. 82, s. 2015 or the Guidelines on the Implementation of School-Based Immunization Program   | 1.7.1 The school assists in and facilitates the conduct of school-based immunization   |  |  |  |
|   | 1.7.2 Issuance of a memorandum about the activity  |  |  |  |
|   | 1.7.3 Submission of reports to the local health units  |  |  |  |
| 1.8 Implementation of DepEd Memorandum No. 28, s. 2007 or the   | 1.8.1 Coordination with DOH Regional Offices regarding the conduct of the deworming  |  |  |  |

|   |   |  |  |  |
|---|---|--|--|--|
| Implementation of the Mass Deworming Program in All Public Elementary Schools Nationwide  | 1.8.2 Conduct of the mass deworming activity  |  |  |  |
| 1.9 Implementation of Comprehensive Tobacco Control and Prohibiting E-Cigarettes and Other Electronic Nicotine and Non-Nicotine Delivery Systems                        | 1.9.1 Enforcement of no smoking/vaping ban in school premises   |  |  |  |
|   | 1.9.2 Inclusion of related efforts in the school's WFP and AIP  |  |  |  |
|   | 1.9.3 Appropriate funds are available   |  |  |  |
| 1.10 Implementation of DepEd Order No. 030, s. 2018 or the Preventive Drug Education Program (PDEP) Policy for Curriculum and Instruction                               | 1.10.1 Funds are allocated for the development of teacher-made IEC materials for preventive drug education  |  |  |  |
|   | 1.10.2 Evidence-based practices of schools and CLCs intended to promote new techniques, among others on PDEP are documented   |  |  |  |
|   | 1.10.3 The school passed the PDEP Monitoring and Evaluation Tool  |  |  |  |
| 1.11 Existence of a policy promoting and protecting mental health in schools  | 1.11.1 Presence of a mental health policy   |  |  |  |
| 1.12 Implementation of DepEd Order No. 31, s. 2018 or the Policy Guidelines on the Implementation of the Comprehensive Sexuality Education                              | 1.12.1 CSE programs and projects are included in the School Improvement Plan (SIP)  |  |  |  |
|   | 1.12.2 CSE-related classroom action research, field studies, and other data collection procedures are articulated in the SIP  |  |  |  |
| 1.13 Implementation of DepEd Order No. 55, s. 2013 or the Implementing Rules and Regulations of Republic Act No. 10627 Otherwise Known as the Anti-Bullying Act of 2013 | 1.13.1 Presence of school-level policy on bullying which includes:<br>A. List of prohibited acts<br>B. Prevention & intervention programs<br>C. Mechanisms and procedures |  |  |  |
| 1.14 Implementation of DepEd Order No. 40 s. 2012 or the DepEd Child Protection Policy  | 1.14.1 Presence/adoption of a school Code of Conduct  |  |  |  |
|   | 1.14.2 Presence of Child Protection Committee   |  |  |  |
| 1.15 Implementation of DepEd Order No. 033, s. 2021 or the School-based Disaster  | 1.15.1 Presence of a designated school DRRM coordinator   |  |  |  |
|   | 1.15.2 Presence of a school DRRM Team   |  |  |  |



|   |   |  |          |  |
|---|---|--|----------|--|
| Preparedness & Response Measures for Tropical Cyclones, Flooding, & Other Weather-Related Disturbances & Calamities   | 1.15.3 Presence of a school DRRM contingency plan   |  |          |  |
|   | 1.15.4 DRRM is included in regular school programs and activities and in SIP                                |  |          |  |
| 1.16 Implementation of DepEd Order No. 044, s. 2021 or the Policy Guidelines on the Provision of Educational Programs and Services for Learners with Disabilities (LWDs) in the K to 12 Basic Education Program*<br><br><i>Applicable only to schools with LWDs enrollment. If the school has no LWDs, indicate "N/A"</i> | 1.16.1 Presence of programs and services for LWDs in the school plan  |  |          |  |
|   | 1.16.2. 100% of learners with disabilities (LWDs) have Individualized Educational Plan                      |  |          |  |
|   | 1.16.3. 100% of learners with disabilities are tagged/registered in the Learners Information System as LWDs |  |          |  |
|   | 1.16.4. Ensure presence of a teacher with SPED item is assigned to teach LWDs                               |  |          |  |
| <b>TOTAL HEALTHY SCHOOL POLICY</b>  |   |  | ___ / 16 |  |

| <b>Pillar 2: Physical School Environment</b>  |   |           |          |                                       |
|---|---|-----------|----------|---------------------------------------|
| <p><b>FULLY IN PLACE (1 point):</b><br/>All needed items/infrastucture/systems are present/available</p> <p><b>ABSENT (0 pts)</b></p> | <p><b>PARTIAL Y IN PLACE (0.5 pts)</b><br/>The number of items is not enough based on your subjective assessment/ based on standards ; OR Present but poor quality/needs updating</p> |           |          |                                       |
| Indicator   | Standard / Description  | Applicant | Surveyor | MOV<br><i>For surveyor's use only</i> |

|  |  |                    |  |  |
|--|--|--------------------|--|--|
| 2.1 Presence of spaces for gardening and/or production of crops                          | 2.1.1 Presence of dedicated spaces for gardening   |                    |  |  |
| 2.2 Spaces for physical and/or mental recreational activities                            | 2.2.1 Presence of spaces or facilities for physical and/or mental recreational activities  |                    |  |  |
| 2.3 Presence of adequate and functional toilets with water                               | 2.3.1 Attainment of 1 star components for toilet:  | <b>DO NOT FILL</b> |  |  |
|  | <i>2.3.1.1 Student to toilet ratio of 1:101 with at least 2 toilets that are gender segregated</i>   |                    |  |  |
|  | <i>2.3.1.2 Toilets are secure, private, with door and lock, have lighting, adequate ventilation and wrapping materials for used pads</i>         |                    |  |  |
|  | <i>2.3.1.3 Daily cleaning of toilets, handwashing and other water facilities</i>   |                    |  |  |
|  | 2.3.2 Regular supply of clean water  |                    |  |  |
| 2.4 Presence of a handwashing facility   | 2.4.1 At least one functional group handwashing facility with soap   |                    |  |  |
| 2.5 Presence of health-promotive behavioral nudges are posted in key areas in the school | 2.5.1 Proper eating/nutrition tools (e.g. Pinggang Pinoy) in school canteens, classrooms   |                    |  |  |
|  | 2.5.2 Proper handwashing nudges from DOH-approved materials in toilets, handwashing facilities   |                    |  |  |
|  | 2.5.3 Proper waste segregation, no littering, no burning of waste in classrooms, other school facilities   |                    |  |  |
|  | 2.5.4 Smoke/vape-free zone signages around school vicinity, other school facilities  |                    |  |  |
|  | 2.5.5 near school entrance and exits, other school areas   |                    |  |  |
|  | 2.5.6 Safety and/or hazard signages (e.g. electrical outlets, stairs, other facilities) near electrical outlets, stairs, other school facilities |                    |  |  |
|  | 2.5.7 Updated emergency hotlines and contact numbers in classrooms   |                    |  |  |
|  | 2.5.8. Infectious diseases (e.g. mosquito bites) in classrooms   |                    |  |  |



|  |  |                    |  |  |
|--|--|--------------------|--|--|
| 2.6 Percentage of classrooms and/or other school facilities following minimum standards  | 100% of Classrooms, buildings, and/or other school facilities adhere to the standards on:  | <b>DO NOT FILL</b> |  |  |
|  | 2.6.1 Architectural design   |                    |  |  |
|  | 2.6.2 Structural design  |                    |  |  |
|  | 2.6.3 Electrical design  |                    |  |  |
|  | 2.6.4 Sanitary and plumbing design   |                    |  |  |
|  | 2.6.5 Mechanical and/or fire protection design   |                    |  |  |
|  | 2.6.6 Sufficient number of tables and chairs   |                    |  |  |
|  | 2.6.7 Adapted to needs of learners with disabilities (e.g. environment should have ramps, tactile flooring, accessible toilet, handrails, etc.) - applicable only to schools with LWD enrolled |                    |  |  |
| 2.7 Presence of early warning systems in the school  | Early warning systems include:   | <b>DO NOT FILL</b> |  |  |
|  | 2.7.1 Bulletin boards for weather advisories   |                    |  |  |
|  | 2.7.2 Bell/Siren emergency signal  |                    |  |  |
|  | 2.7.3 Mobile or web-based warning system   |                    |  |  |
| 2.8 Attainment of the waste management components (1 star) of DepEd's National Guidelines for WASH in Schools: Three Star Approach | Waste management components (1 star):  | <b>DO NOT FILL</b> |  |  |
|  | 2.8.1 1. No burning of waste   |                    |  |  |
|  | 2.8.2 Segregated trash bins with cover are available in all classrooms   |                    |  |  |
|  | 2.8.3 Waste segregation is practiced   |                    |  |  |
|  | 2.8.4 No garbage collection services but school has compost facility   |                    |  |  |
|  | 2.8.5 Functional septic tank available for all toilets   |                    |  |  |
| 2.9 Materials Recovery Facility (MRF)  | 2.9.1 Presence of an area that will serve as MRF   |                    |  |  |
| 2.10 Classrooms and/or other school facilities with cleaning materials   | 2.10.1 100% of classrooms with cleaning materials (brooms, mops, others)   |                    |  |  |

|  |   |  |        |  |
|--|---|--|--------|--|
| 2.11 Presence of traffic calming mechanisms around the school vicinity<br><br><i>Note: *Applicable based on school's geographical location</i> | Presence of the following:                                      |  |        |  |
|  | 2.11.1 School area signage                                      |  |        |  |
|  | 2.11.2 Pavement markings*                                       |  |        |  |
|  | 2.11.3 Speed humps*   |  |        |  |
|  | 2.11.4 Cross guards*  |  |        |  |
|  | 2.11.5 Crosswalks*  |  |        |  |
| 2.12 Presence of a resource room<br><br><i>Applicable only to schools with LWDs enrollment. If the school has no LWDs, indicate "N/A"</i>      | 2.12.1 Presence of a room for learners with disabilities (LWDs) |  |        |  |
| <b>TOTAL PHYSICAL ENVIRONMENT</b>  |   |  | _ / 12 |  |

| <b>Pillar 3: Social School Environment</b>                   |   |                  |                 |  |
|--|---|------------------|-----------------|--|
| <u>FULLY IN PLACE (1 point):</u><br>Standards are fully met. | <u>PARTIAL Y IN PLACE (0.5 pts)</u><br>The number item is not enough based on your subjective assessment/ based on standards ; OR Present but poor quality/needs updating |                  |                 |  |
| <b>Indicator</b>   | <b>Standard / Description</b>   | <b>Applicant</b> | <b>Surveyor</b> | <b>MOV</b><br><i>For surveyor's use only</i> |



|   |   |  |  |  |
|---|---|--|--|--|
| 3.1 Conduct of social or recreational activities for students and personnel             | 3.1.1 At least 50% of activities and celebrations indicated in the school calendar are conducted  |  |  |  |
| 3.2 Establishment of a student government in schools                                    | 3.2.1 Establishment of a supreme pupil/student government in schools<br><i>*applicable to ES and HS</i>   |  |  |  |
| 3.3 Percentage of school personnel who is a member/part of a learning action cell (LAC) | 3.3.1 100% of teachers are members/parts of a learning action cell (LAC)  |  |  |  |
| 3.4 Conduct of regular school-based learning action cells (SLAC)                        | 3.4.1 LAC sessions are conducted at least once a month and are based on the assessed needs of the teachers in providing instructional support to learners   |  |  |  |
| 3.5 Presence of counseling services or activities in the school                         | 3.5.1 Such services or activities should be available for students and personnel, and may be on:<br><br>A. Career exploration/counseling<br>B. Coaching, mentoring, training sessions<br>C. Other forms of consultations<br><br><i>*applicable to ES and HS</i> |  |  |  |
| 3.6 Establishment of a school grievance committee                                       | 3.6.1 Presence of a school grievance committee, following DepEd Order No. 35, s. 2004   |  |  |  |
| 3.7 Presence of mental health remediation interventions in the school calendar          | 3.7.1 The first five school days of the learners being present in school is devoted to discussion/facilitation by their respective classroom advisers or designated advisers on different modules, particularly on mental health                                |  |  |  |
|   | 3.7.2 At least one day of academic ease every after exam period for students and teachers   |  |  |  |
| 3.8 Presence of reasonable quantity of homework or assignments to students              | 3.8.1 Homeworks and/or assignments are not given during weekends to allow learners to have time w/ their family at home   |  |  |  |
|   | 3.8.2 Assignments are limited to reasonable quality during school days  |  |  |  |
| 3.9 Conduct of activities promoting positive view on disability                         | 3.9.1 At least 1 annual activity is conducted in the school   |  |  |  |

|  |  |  |         |  |
|--|--|--|---------|--|
| 3.10 Conduct of a special class for teachers and students on Filipino Sign Language (FSL), Braille reading/writing, and other skills to ensure respectful interactions between typically developing learners and learners with disabilities<br><br><i>Note: Applicable only to schools with LWDS enrollment. If the school has no LWDS, indicate "N/A"</i> | 3.10.1. Conduct of 1 required class for the receiving teachers on FSL, Braille reading/writing   |  |         |  |
|  | 3.10.2. Conduct of 1 special optional class for typically developing learners on FSL, Braille reading/writing, meaningful interactions |  |         |  |
| <b>TOTAL SOCIAL SCHOOL ENVIRONMENT</b>   |  |  | __ / 10 |  |

### Pillar 4: Health Skills and Education

|  |  |
|--|--|
| <u>FULLY IN PLACE (1 point):</u><br>All needed items/infr astructure/systems are present/available | <u>PARTIAL Y IN PLACE (0.5 pts)</u><br>All items in place but executed poorly, or need updating and revisions; For trainings, less than 100% of staff or students capacitate d |
| <u>ABSENT (0 pts)</u>  |  |

| Indicator   | Standard / Description  | Applicant          | Surveyor | MOV<br><i>For surveyor's use only</i> |
|---|---|--------------------|----------|---------------------------------------|
| 4.1 Presence of health-related topics in the K12 curriculum | Presence of the following in the K12 curriculum:                                      | <b>DO NOT FILL</b> |          |                                       |
|   | <i>4.1.1. Breastfeeding and breastfeeding-related concepts</i>                        |                    |          |                                       |
|   | <i>4.1.2. Healthy diets, wellness, and physical activity</i>                          |                    |          |                                       |
|   | <i>4.1.3. Basic climate change principles and concepts and their effect on health</i> |                    |          |                                       |



|  |   |  |  |  |
|--|---|--|--|--|
|  | 4.1.4. Waste management principles like waste minimization, resource conservation and recovery, segregation at source, reduction, recycling, re-use and composting  |  |  |  |
|  | 4.1.5. Hazardous effect of smoking  |  |  |  |
|  | 4.1.6. Use of GHW and information on the strategies of the tobacco industry   |  |  |  |
|  | 4.1.7. Information on ENDS/ENNDS  |  |  |  |
|  | 4.1.8. Age-appropriate content pertaining to mental health  |  |  |  |
|  | 4.1.9. Core topics and subtopics identified in the Comprehensive Sexuality Education Framework from in the DepEd Order No. 31, s. 2018  |  |  |  |
|  | 4.1.10. Others as indicated in DepEd Order No. 52, s. 2011, enacted pursuant to RA 9512   |  |  |  |
|  | 4.1.11. Others as indicated in DepEd Order No. 030, s. 2018, enacted pursuant to RA 9165  |  |  |  |
| 4.2 Conduct of activities that build health-skills are present in the annual implementation plan (AIP) | <p>Conduct of the following activities:</p> <p>4.2.1. Earthquake drills (Conducted every 1st and 3rd week of the month)</p> <p>4.2.2. Fire drills (Conducted every 1st and 3rd week of the month)</p> <p>4.2.3. Handwashing with soap daily</p> <p>4.2.4. Toothbrushing with fluoride toothpaste daily</p> <p>4.2.5. Tree-planting, -growing, -caring of trees</p> <p>4.2.6. Recognition and response to bullying (Deped Order No. 55, s. 2013)</p> <p>4.2.7. Road safety</p> |  |  |  |
| 4.3 Percentage of school personnel with awareness and competency on breastfeeding                      | <p>4.3.1. 100% of school personnel</p> <p>*Pursuant to RA 10028 and its IRR</p>   |  |  |  |

|  |  |  |  |  |
|--|--|--|--|--|
| 4.4. Percentage of food handlers who are oriented and practice food safety measures  | 4.4.1. 100% of food handlers<br>*Based on DepEd Order No. 10, s. 2016      |  |  |  |
| 4.5. Percentage of school personnel who participated in the orientation on basic and school-based immunization   | 4.5.1. 100% of school personnel  |  |  |  |
| 4.6 Percentage of counselors, guidance teachers, and/or school personnel provided with training on brief tobacco cessation interventions   | 4.6.1. 100% of school personnel<br>*Based on DepEd Order No. 48, s. 2016   |  |  |  |
| 4.7. Percentage of school personnel provided with appropriate training and capacity building activities on the implementation of contextualized Preventive Drug Education Program (PDEP) | 4.7.1. 100% of school personnel<br>*Based on DepEd Order No. 030, s. 2018h |  |  |  |
| 4.8. Percentage of school personnel who completed the WHO Quality Rights E-Training  | 4.8.1. 100% of school personnel  |  |  |  |
| 4.9. Percentage of school personnel who completed the Adolescent Health Care for Primary Service Providers - Foundational Course   | 4.9.1 100% of school personnel   |  |  |  |
| 4.10 Percentage of school personnel who completed the Adolescent Health Education and Practical Training (ADEPT)   | 4.10.1 100% of school personnel  |  |  |  |
| 4.11 Percentage of school personnel who have undergone knowledge and skills training in the prevention and response to bullying incidence  | 4.11.1 100% of school personnel<br>*Based on RA 10627                      |  |  |  |



|   |   |  |          |  |
|---|---|--|----------|--|
| 4.12 Percentage of school personnel provided with psychological first-aid training                            | 4.12.1 100% of school personnel<br>*Based on DepEd Order No. 014, s. 2020   |  |          |  |
| 4.13 Percentage of classroom advisers or designated teachers trained on facilitating modules on mental health | 4.13.1 100% of classroom advisers or designated teachers  |  |          |  |
|   | 4.13.2. Workshop is conducted before the opening of school year   |  |          |  |
| 4.14 Percentage of students and school personnel provided with DRRM-related trainings                         | 100% of students and school personnel provided with the following trainings   |  |          |  |
|   | 4.14.1. Age-appropriate basic life support training   |  |          |  |
|   | 4.14.2. Use of emergency and response equipment and coordination mechanisms, pursuant to DepEd Order No. 033, s. 2021 |  |          |  |
|   | 4.14.3. First-aid training  |  |          |  |
| 4.15 Percentage of school personnel provided with orientation on Most Essential Learning Competencies (MELCs) | 4.15.1 100% of school personnel   |  |          |  |
| <b>TOTAL HEALTH SKILLS AND EDUCATION</b>  |   |  | ___ / 15 |  |

### Pillar 5: Links with the Community

|  |   |
|--|---|
| <p><b>FULLY IN PLACE (1 point):</b><br/>All items are available; all commodities or processes in place</p> | <p><b>PARTIAL Y IN PLACE (0.5 pts)</b><br/>All items in place but executed poorly, or need updating and revisions</p> |
|--|---|

| Indicator   | Standard / Description                                   | Applicant | Surveyor | MOV<br><i>For surveyor's use only</i> |
|---|--|-----------|----------|---------------------------------------|
| 5.1 Establishment of a functional School Governance Council | 5.1.1 Establishment of a School Governance Council (SGC) |           |          |                                       |

|  |  |  |  |  |
|--|--|--|--|--|
| 5.2 Establishment of a Parent-Teacher Association (PTA)  | 5.2.1 Establishment of a Parent-Teacher Association in school  |  |  |  |
| 5.3 Presence of a database of contact numbers and address of the students, parents/guardians, other community stakeholders                   | 5.3.1 Presence of such database, management of which is pursuant to RA 10173   |  |  |  |
| 5.4 Consultation or any other activities involving parents, guardians, caregivers, among others are included in the school plan              | Conduct of at least one meeting/discussion/consultation with parents, guardians, other relevant actors on:<br>5.4.1. Healthy food and beverage choices                                       |  |  |  |
|  | 5.4.2. Fortified blended food packs and nutri-packs for preparation and/or cooking at home as part of the school-based feeding program   |  |  |  |
|  | 5.4.3. School-based immunization program   |  |  |  |
|  | 5.4.4. Tobacco smoking and exposure awareness, tobacco control policies, and tobacco industries' activities  |  |  |  |
|  | 5.4.5. Mental health and/or creation of positive environments  |  |  |  |
|  | 5.4.6. Student absenteeism*  |  |  |  |
|  | 5.4.7. Comprehensive Sexuality Education - Adolescent Reproductive Health (CSE-ARH)  |  |  |  |
|  | 5.4.8. Dynamics of bullying, the anti-bullying policy of the school, support parents/guardians can do at home  |  |  |  |
|  | 5.4.9. Key parental strategies   |  |  |  |
| 5.5 Consultation or any other activities involving local government actors and/or stakeholders, among others are included in the school plan | Conduct of at least one meeting/discussion/consultation with local government actors and/or stakeholders on:<br>5.5.1. Regulation of marketing of unhealthy foods outside of school premises |  |  |  |
|  | 5.5.2. Proper waste management   |  |  |  |



|                                       |   |  |                |  |
|---------------------------------------|---|--|----------------|--|
|                                       | 5.5.3. Elimination of mosquito-breeding grounds in and around the vicinity of school  |  |                |  |
|                                       | 5.5.4. Enforcement of the ban on tobacco advertising, promotion, and sponsorship (TAPS) and access restrictions within the 100-meter perimeter of schools |  |                |  |
|                                       | 5.5.5. Prohibition of the use of ENDS/ENNDS in young people   |  |                |  |
|                                       | 5.5.6. Harmonization of school disaster risk reduction management (DRRM) measures   |  |                |  |
|                                       | 5.5.7. Sexual and reproductive health   |  |                |  |
|                                       | 5.5.8. Mental health  |  |                |  |
|                                       | 5.5.9. Anti-bullying prevention programs  |  |                |  |
|                                       | 5.5.10. Compliance of roads near schools to speed limits  |  |                |  |
|                                       | 5.5.11 Conduct of child mapping/finding activity of learners with disabilities, in coordination with barangays  |  |                |  |
| <b>TOTAL Links with the Community</b> |   |  | <b>___ / 5</b> |  |

**Pillar 6: Access to Healthcare**

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| Indicator                                 | Description                                       | Applicant | Surveyor | MOVs<br><i>For surveyors' use only</i> |
|---|---|-----------|----------|--|
| 6.1. Conduct of health assessments and/or | 6.1.1. 100% of students and school personnel have |           |          |  |



|  |   |  |  |  |
|--|---|--|--|--|
| tests to students and school personnel in coordination with DOH, RHUs, other local health workers  | undergone health and nutrition assessments at least once a year (RA 11037 and its IRR)  |  |  |  |
|  | 6.1.2. 100% of students and school personnel have undergone sexual and reproductive health assessments at least once a year (e.g. HIV testing)<br><i>Note: Applicable to HS</i> |  |  |  |
|  | 6.1.3. 100% of kindergarten students have undergone vision screening tests at least once a year <i>Note: Applicable to ES</i>   |  |  |  |
|  | 6.1.4 100% of LWDs are assessed and evaluated by an appropriate specialist ( <i>if no LWDs, indicate N/A</i> )  |  |  |  |
| 6.2 Percentage of students provided with age-appropriate vaccines  | 6.2.1. 100% of students provided with age-appropriate vaccines  |  |  |  |
| 6.3 Percentage of students provided with other health commodities  | 6.3.1. Deworming: 50-74% of students dewormed (applicable to ES only)   |  |  |  |
|  | 6.3.2. 100% of students provided with oral health essentials (i.e. toothbrush, fluoride toothpaste) (applicable to ES)  |  |  |  |
|  | 6.3.3. Contraceptives: Availability in school clinics' (applicable to HS)   |  |  |  |
|  | 6.3.4 Sanitary pads: Availability in school (e.g. canteens, clinics, guidance office) (applicable to ES & HS)   |  |  |  |
| 6.4 Availability of tobacco/vape cessation services in school for both students and school personnel, through the assistance of DOH and PhilHealth | 6.4.1 Presence in school  |  |  |  |
| 6.5 Existence of a room or space to provide students with mental and psychosocial support  | 6.5.1 Existence of a dedicated room or space  |  |  |  |
|  | Presence of at least one of the following personnel:  |  |  |  |
|  | 6.5.2 Registered Psychologist;<br>6.5.3. Registered Guidance Counselor  |  |  |  |



|   |  |  |  |  |
|---|--|--|--|--|
|   | 6.5.4. School health personnel authorized to provide mental health and psychosocial support  |  |  |  |
| 6.6 Percentage of classrooms with first-aid kits complete with basic first-aid supplies | <p>6.6.1 100% of classrooms with first-aid kits</p> <p>Supplies that should be present in first-aid kits:</p> <ol style="list-style-type: none"> <li>1. Burn ointment</li> <li>2. Povidone-iodine (e.g. Betadine)</li> <li>3. Adhesive bandage (e.g. Band Aid)</li> <li>4. Bandage</li> <li>5. Gauze</li> <li>6. Plaster tape</li> <li>7. Alcohol</li> <li>8. Hydrogen peroxide/Agua Oxigenada</li> <li>9. Bottled water</li> <li>10. Gloves</li> <li>11. Cotton</li> </ol>  |  |  |  |
| 6.7. Existence of a school health clinic with adequate supplies and staff complement    | 6.7.1 Existence of a school health clinic  |  |  |  |
|   | 6.7.2 Presence of at least one school nurse with MOA or other documentation demonstrating assignment to the school   |  |  |  |
|   | <p>6.7.3 Presence of the following supplies:</p> <ol style="list-style-type: none"> <li>1. 2-fold aluminum stretcher</li> <li>2. Cadaver bag</li> <li>3. C-Collar</li> <li>4. Cot (Battlefield Bed)</li> <li>5. CPR board</li> <li>6. Emergency head lamp</li> <li>7. Emergency whistle</li> <li>8. Fire extinguisher</li> <li>9. First-aid kit (for each learner and personnel)</li> <li>10. Go-bag with multi-tool (for each learner and personnel)</li> <li>11. Handheld/Base radios</li> <li>12. LED flashlight, rechargeable</li> <li>13. LED search light, 850 lumens</li> <li>14. Life vest/life jacket</li> <li>15. Medical cushion</li> <li>16. Plastic spine board with safety belts</li> <li>17. Portable P.A. system</li> <li>18. Safety coat</li> <li>19. Safety helmet</li> <li>20. Safety shoes</li> <li>21. Splinter</li> <li>22. Steel boxes</li> <li>23. Traffic vest</li> </ol> |  |  |  |

|   |   |  |  |               |
|---|---|--|--|---------------|
|   | 24. Transport bags, 45L<br>25. Trauma bag with contents for 20-25 persons<br>26. Universal head immobilizer |  |  |               |
| 6.8 School health records system  | 6.8.1 Presence of a health records system   |  |  |               |
| 6.9 Existence of an internal and external referral system for health concerns | Existence of a referral system:   |  |  |               |
|   | 6.9.1. Internal referral system (referral inside school premises)   |  |  |               |
|   | 6.9.2. Referral to external health facility   |  |  |               |
|   | 6.9.3 Referral system for LWDs  |  |  |               |
| 6.10 Existence of medical protocols during emergencies                        | Existence of medical protocols on:  |  |  |               |
|   | 6.10.1. School violence   |  |  |               |
|   | 6.10.2. Disasters (e.g. Fire, Earthquake, Floods)   |  |  |               |
|   | 6.10.3. Others (Optional)   |  |  |               |
| <b>TOTAL Access to Healthcare</b>   |   |  |  | <b>— / 10</b> |



**\*\*\* This portion to be filled out by the validator only \*\*\***

**FINAL SCORE**

| <b>PILLAR</b>               | <b>SCORE</b> | <b>Passing Score (65%)</b> | <b>Passed or Not Passed?</b> |
|-----------------------------|--------------|----------------------------|------------------------------|
| Healthy School Policy       | ___ / 16     | 10                         |                              |
| Physical School Environment | ___ / 12     | 7.5                        |                              |
| Social School Environment   | ___ / 10     | 6.5                        |                              |
| Health Skills and Education | ___ / 15     | 9.5                        |                              |
| Links with Community        | ___ / 5      | 3                          |                              |
| Access to Healthcare        | ___ / 10     | 6.5                        |                              |

| <b>Raw Score</b><br><i>(Add the scores from Healthy School Policy, Physical School Environment, Social School Environment, Health Skills and Education, Links with Community, and Access to Healthcare)</i> | <b>Percentage</b><br><i>(Divide the raw score by 68 and multiply by 100)</i> | <b>Rating</b><br><i>(Refer to table below)</i> |
|---|--|--|
| ___ / 68  |  |  |

| <b>Rating</b>     | <b>Description</b>  | <b>Validity of Certificate</b> |
|-------------------|---|--------------------------------|
| Not Passed        | The school received <b>at least one "Not Passed" rating</b> in any pillar.                | N/A                            |
| Satisfactory      | The school received passing marks in all pillars and scored an average of <b>65%-80%</b>  | 1 year                         |
| Very Satisfactory | The school received passing marks in all pillars and scored an average of <b>81%-95%</b>  | 2 years                        |
| Outstanding       | The school received passing marks in all pillars and scored an average of <b>96%-100%</b> | 3 years                        |

**INSTRUCTIONS TO THE VALIDATOR:**

- If the school has received a rating of **"Not Passed,"** provide feedback and assistance on how to improve their scores as reflected in an action plan. Closely supervise and monitor the school in implementing the said plan. Schools may resubmit their accomplished self-appraisal checklist at any time in the year on a rolling basis.
- If the school has received a **"Satisfactory" rating or higher,** they shall receive certification as a Healthy Learning Institution with the corresponding validity of certification based on rating. Schools shall submit an updated self-appraisal checklist prior to the expiration of their certificate.

VALIDATED BY: \_\_\_\_\_ CONTACT NO.: \_\_\_\_\_  
*(Signature over printed name)*



## ANNEX A.

### Policy Bases for OKD-HLI Standards and Indicators

- 1.1 Republic Act 11037
- 1.2 DepEd Order No. 13, s. 2017 - Implementation of the Healthy Food and Beverage Choices in Schools and DepEd Offices
- 1.3 DepEd Order No. 8, s. 2007 - Revised Implementing Guidelines on the Operation and Management of School Canteens in Public Elementary and Secondary Schools
- 1.4 DepEd Order No. 34 s. 2019 - Revised Physical Fitness Tests Manual
- 1.5 DepEd Order No. 060, s. 2021 - Guidelines on Galaw Pilipinas: The DepEd National Calisthenics Exercise Program
- 1.6 DepEd Order No. 10, s. 2016 - the Policy and Guidelines for the Comprehensive Water, Sanitation, and Hygiene in Schools (WINS) Program
- 1.7 DepEd Memorandum No. 82, s. 2015 - the Guidelines on the Implementation of School-Based Immunization Program
- 1.8 DepEd Memorandum No. 28, s. 2007 - the Implementation of the Mass Deworming Program in All Public Elementary Schools Nationwide
- 1.9 DepEd Order No. 48, s. 2016 or the Policy and Guidelines on Comprehensive Tobacco Control; and DepEd Memorandum No. 111, s. 2019 or the Prohibiting the Use of E-Cigarettes and Other Electronic Nicotine and Non-Nicotine Delivery System and Reiterating the Absolute Tobacco Smoking Ban in Schools and DepEd Office
- 1.10 DepEd Order No. 030, s. 2018 or the Preventive Drug Education Program (PDEP) Policy for Curriculum and Instruction
- 1.12 DepEd Order No. 31, s. 2018 or the Policy Guidelines on the Implementation of the Comprehensive Sexuality Education
- 1.13 DepEd Order No. 55, s. 2013 or the Implementing Rules and Regulations of Republic Act No. 10627 Otherwise Known as the Anti-Bullying Act of 2013
- 1.14 DepEd Order No. 40 s. 2012 or the DepEd Child Protection Policy
- 1.15 DepEd Order No. 033, s. 2021 or the School-based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding, and Other Weather-Related Disturbances and Calamities
- 2.1 DepEd Order No. 5 s. 2014
- 2.3 DepEd's National Guidelines for WASH in Schools: Three Star Approach; DepEd Order No. 10, s. 2016
- 2.5 DepEd Order No. 48, s. 2016; DepEd Memorandum No. 111, s. 2019; DepEd Order No. 033, s. 2021;
- 2.6 DepEd Order No. 64, s. 2017, DepEd Order No. 006, s. 2021, other DPWH-DepEd Standard Designs
- 2.7 DepEd Order No. 033, s. 2021
- 2.8 DepEd's National Guidelines for WASH in Schools: Three Star Approach
- 2.9 DepEd Order No. 5, s. 2014
- 2.12 DepEd Order No. 44, s. 2021
- 3.1 Enclosure No. 3 to DepEd Order No. 034, s. 2022
- 3.2 DepEd Order No. 43, s. 2005; DepEd Order No. 45, s. 2007
- 3.3 DepEd Order No. 035, s. 2016
- 3.4 DepEd Order No. 035, s. 2016
- 3.6 DepEd Order No. 35, s. 2004
- 3.7 DepEd Order No. 35, s. 2004
- 3.8 DepEd Memorandum No. 392, s. 2010
- 3.9.1 DepEd Order No. 023, s. 2022
- 3.10.1-2 DepEd Order No. 044, s. 2021
- 4.1.1 RA 10028 and its IRR
- 4.1.2 DepEd Order No. 13, s. 2017
- 4.1.3 RA 9729
- 4.1.4 RA 9003
- 4.1.5 RA 9211
- 4.1.6 DepEd Order No. 48, s. 2016
- 4.1.7 DepEd Memorandum No. 111, s. 2019
- 4.1.8 RA 11036
- 4.1.9 DepEd Order No. 31, s. 2018
- 4.2.1 DepEd Order No. 053, s. 2022
- 4.2.2 DepEd Order No. 053, s. 2022
- 4.2.3 DepEd Order No. 10, s. 2016
- 4.2.4 DepEd Order No. 10, s. 2016
- 4.2.5 DepEd Order No. 33, s. 2008, DepEd Order No. 5, s. 2014
- 4.13.1 DepEd Order No. 014, s. 2020
- 4.13.2 DepEd Order No. 014, s. 2020
- 4.14.1 RA 10871, and DepEd Order N033, s. 2021
- 5.1. DepEd Order 026, s. 2022
- 5.2.1 DepEd Order No. 013, s. 2022, Pursuant to Presidential Decree No. 603, s. 1974
- 5.4.1. DepEd Order No. 13, s. 2017
- 5.4.4 DepEd Order No. 48, s. 2016
- 5.4.5 DepEd Order No. 014, s. 2020
- 5.4.7 DepEd Order No. 031 s. 2018
- 5.4.8 DepEd Order No. 55, s. 2013
- 5.5.1 DepEd Order No. 13, s. 2017
- 5.5.2 DepEd Order No. 10, s. 2016
- 5.5.3 DepEd Order No. 10, s. 2016
- 5.5.4 DepEd Order No. 48, s. 2016
- 5.5.5 DepEd Memorandum No. 111, s. 2019
- 5.5.6 DepEd Order No. 033, s. 2021
- 5.5.7 DepEd Order No. 55, s. 2013
- 5.5.10 DOTr-DPWH-DILG JMC 2018-001
- 5.5.11 DepEd Order No. 023, s. 2022
- 6.1. RA 11358
- 6.1.4 DepEd Order No. 044, s. 2021
- 6.2. DepEd Memorandum No. 82, s. 2015 or the Guidelines on the Implementation of School-Based Immunization Program, which adopts/supports the DOH DM 2015-0238
- 6.3.1 DepEd Order No. 10, s. 2016
- 6.3.2 DepEd Order No. 10, s. 2016
- 6.3.4 DepEd Order No. 10, s. 2016
- 6.3.5 DepEd Order No. 48, s. 2016
- 6.5 DepEd Order No. 014, s. 2020
- 6.6 DepEd Memorandum No. 036, s. 2019
- 6.9.3 DepEd Order No. 44, s. 2021