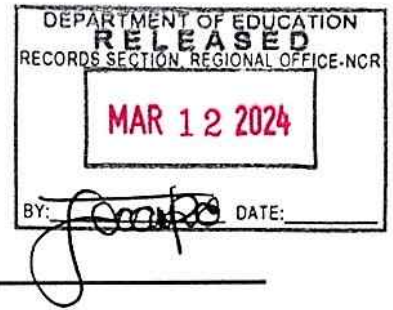




Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION



**REGIONAL MEMORANDUM**  
ORD-2024-208

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**  
SDO Marikina City  
SDO Paranaque City

**FROM :** **OFFICE OF THE REGIONAL DIRECTOR**

**SUBJECT :** **2024 OK SA DEPED HEALTHY LEARNING INSTITUTION (OKD- HLI) ACTIVITIES**

**DATE :** March 8, 2024

1. Enclosed is a copy of the Memorandum DM- OUOPS- 2024- 09- 01494 signed by Francis Cezar B. Bringas, Assistant secretary for Operations, Officer in Charge, Office of the Undersecretary for Operations and Dr. dexter A. Galban, Assistant Secretary for Operations dated February 24, 2024, entitled “OK SA DEPED HEALTHY LEARNING INSTITUTION (OKD-HLI) ACTIVITIES. The contents of which are self-explanatory, for information, guidance, and appropriate action for all concerned.
2. The 2024 HLI Onboarding Workshop aims to prepare regional, division and local counterparts to implement the OKD- HLI program in 2024. Specifically, it aims to:
  - a. Refresh DOH Center for Health Development (CHD) participants and DepEd regional and Schools Division offices participants on key concepts and onboard them to new implementation processes for 2024 OKD- HLI program roll out and
  - b. Solidify cooperation between DOH CHD and DepEd ROs and SDOs for the implementation of OKD-HLI program.
3. The Department of Health (DOH) shall cover the board and lodging of DepEd participants. Travel expenses incurred shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.
4. Participants should submit a narrative report of the activities conducted to the School Health Unit- DepEd NCR- Regional Office.



Address: 6 Misamis St., Bago Bantay, Quezon City  
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Website: depedncr.com.ph

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The following **School Health Personnel** are invited to attend the said activity:

Name	Office	Position
Dr. Allan Julius N. Baggayan	SDO- Paranaque City	Dentist II
Jonalyn Santos	SDO- Marikina City	Nurse II

5. Immediate dissemination of this memorandum is desired.

*for: [Signature]*  
**JOCELYN DR. ANDAYA**  
Director IV *[Signature]*



Checklist; and 2) submit the same to their respective DOH-Centers for Health Development (CHDs) **on or before March 1, 2024**.

- c. The list of 2022 Pilot and 2023 Expansion sites is available as **Annex A** of this memorandum.

## 2. OKD-HLI Expansion (2024)

- a. In line with DOH Department Memorandum No. 2023-0449 (<https://bit.ly/HealthySettings2024>), the list of 2024 HLI expansion sites has been finalized by the DOH in coordination with their CHDs. The list of 2024 HLI expansion sites is available as **Annex B** of this memorandum.
- b. Field workshops for OKD-HLI have been streamlined for the 2024 expansion sites. Specifically, the following workshops will start by March 2024:
- i. **Onboarding for the Local School and Health Boards** - This will orient LGU decision-makers on HLI and facilitate LGU-level planning for school health;
  - ii. **Workshop 1 - Training of Trainers for Workshop 2** - This aims to capacitate province-level trainers to roll out Workshop 2; and
  - iii. **Workshop 2 - School-Level Action Planning** - This will orient school heads on HLI and facilitate school-level planning to meet the HLI standards.
- c. Similar to the 2023 Expansion, field workshops for 2024 expansion sites shall be scheduled, organized, and facilitated by **pools of field workshop facilitators** that will be formed per region, composed of selected DOH-CHD, DepEd RO and SDO personnel, and other local offices as identified.
- d. To guide the formation of such pools of workshop facilitators, the **2024 OKD-HLI Onboarding Workshop**<sup>1</sup> is scheduled from March 18 to 22, 2024, in a venue within Central Luzon. The five-day event aims to prepare DOH CHDs and DepEd ROs for the implementation of the 2024 OKD-HLI program. Details of the activity are attached herewith as **Annex B and C**.
- e. DepEd ROs are requested to send **two (2) representatives** to the Workshop, and are requested to confirm their participation in the Workshop via [bit.ly/2024-HLI-Onboarding-Nomination](https://bit.ly/2024-HLI-Onboarding-Nomination) by March 8, 2024.
- f. Upon undergoing the **onboarding session**, participating personnel, as DepEd's representatives in their respective regional pools of field workshop facilitators, are expected to cooperate with their counterparts at CHD and other local offices, to schedule, organize, and facilitate the 1) **Onboarding for Local School and Health Boards**, and 2) **Workshops 1 and 2** for their respective sites.
- g. Similar to the HLI Pilot, INSET for HLI shall also be scheduled for participating schools.

<sup>1</sup> This is similar to the Capacity Building Activity for HLI Field Workshop Facilitators held on February 27-March 2023, as provided for by OUPS Memorandum No. 2023-03-1556 titled *2023 Healthy Learning Institutions (HLI) Activities*. In the OPS Memorandum, a second batch of the activity was initially scheduled but did not push through.

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- h. Details of the field workshops and the INSET as well as of the overall plans for the HLI expansion, including sustaining HLI in the pilot sites, will form part of the discussions of the onboarding workshop. Participating DepEd personnel are expected to cascade faithfully to offices, schools, and personnel in their respective regions and divisions all information and agreements that will emanate from onboarding sessions. Succeeding memoranda may be issued as needed.

**3. Other Activities.** The relevant personnel are requested to cooperate with DOH counterparts in the following activities:

a. **Validation and Finalization of the OKD-HLI Guidelines.** The OKD-HLI Implementing Guidelines have been drafted, pursuant to DOH-DSWD-DepEd-CHED-LEB-TESDA-DILG JAO No. 2022-0001.

- i. As such, half-day consultation workshops on these guidelines with selected field personnel from the following OKD-HLI implementing sites shall be conducted before the end of March 2024 to validate the contents of the Implementing Guidelines.
- ii. The workshops shall be co-facilitated by the DOH and DepEd, through the BLSS-SHD. The DOH shall coordinate directly with the ROs and the SDOs concerned for the scheduling and the necessary preparations for the said workshops.

b. **OKD-HLI Needs Assessment.** In line with the impending release of the OKD-HLI Implementing Guidelines and standards for schools to be recognized as HLI, a needs assessment will be done in schools in SDOs Benguet, Iloilo Province, and Butuan City between March to June 2024 to measure schools' readiness to reach standards for HLI, and identify assistance that must be provided to them to reach the aforementioned standards. These SDOs are requested to cooperate with the technical assistance provider, Organic Intelligence Consulting Inc., in the implementation of the needs assessment.

c. **HLI Competency Framework.** The HLI Competency Framework will identify the most relevant competencies that students, teachers, parents, and other members of the school community should know with regard to the seven healthy habits.

- i. As such, data collection will involve key informant interviews (KIIs) and focus group discussions (FGDs) with learners, teachers, parents, and other members of the school community within 2024.
- ii. DOH shall coordinate directly with ROs and SDOs concerned for the scheduling and necessary preparations for the said activity. Cooperation of the relevant ROs and SDOs is requested.

d. **Development of Lesson Plans and Professional Development Modules for OKD-HLI.** In time for the 2025 OKD-HLI implementation, lesson plans incorporating health concepts into the curriculum, as well as recommended professional development modules on incorporating health into school life are to be developed in FY 2024. It is requested that the Curriculum and Teaching Strand and other relevant offices cooperate with DOH counterparts in the development of the abovementioned.

#### 4. General Reminders

- a. Subsequent memoranda may be issued as relevant to provide further details on the above listed activities.
- b. Conduct of school-based activities for HLI shall be guided by existing guidelines (e.g., ensuring that there are no disruption of classes, teachers are not given tasks that are not directly related to teaching).
- c. Bureau and Service Directors concerned, as well as Regional Directors and the BARMM Education Minister and the Schools Division Superintendents (SDSs) are enjoined to continuously **provide full support to all personnel involved** in the implementation of OKD-HLI. The RDs and SDSs are further requested to facilitate and support this close and smooth coordination among all units and personnel concerned at the ROs and the SDOs, and with external HLI counterparts (e.g., DOH-CHDs, LGUs).
- d. As HLI strengthens the implementation of *OK sa DepEd* and the convergence of its flagship programs, it is reiterated that **regional and division OK sa DepEd Coordinators** shall [continue to] serve as the **OKD-HLI Focal Persons**.
- e. Regional and SDO *OK sa DepEd Coordinators*/HLI Focal Persons are expected to work closely with and involve, as needed, other units and personnel in their respective ROs or SDOs who are in charge of the other components of HLI implementation beyond the scope of school health (e.g., incorporating health in school plans, integrating health in curriculum and teaching, conduct of health-related youth formation activities).
- f. Regional and SDO *OK sa DepEd Coordinators*/HLI Focal Persons are encouraged to coordinate directly with their respective counterparts in the DOH CHDs and in the local government units (LGUs) to discuss the details of the preparations and other related activities. The DOH Central Office has been doing parallel coordination activities with their CHDs and other local counterparts about HLI.

For questions and concerns, please contact **Dr. Maria Corazon C. Dumlao**, Chief Health Program Officer, BLSS-SHD, through (02) 8-632-9935 or email at [blss.shd@deped.gov.ph](mailto:blss.shd@deped.gov.ph).

[BLSS-SHD/LPMG]

Annex A

Updated List of OKD-HLI Sites

Region	2022 Pilot	2023 Expansion	2024 Expansion
<b>NCR</b>		Parañaque City Valenzuela City	Marikina City
<b>CAR</b>		Benguet	Kalinga Mountain Province
<b>Region I</b>		Ilocos Sur	Ilocos Norte Pangasinan
<b>Region II</b>		Isabela Province	Cagayan Batanes
<b>Region III</b>	Bataan	Tarlac	Bulacan Malolos City Pampanga
<b>Region IV-A</b>	Quezon Province	Batangas	Laguna Rizal
<b>Region IV-B</b>	Oriental Mindoro	Palawan Puerto Princesa City	Romblon Marinduque
<b>Region V</b>		Sorsogon	Catanduanes
<b>Region VI</b>	Iloilo Province Antique	Iloilo City Negros Occidental Capiz	Guimaras
<b>Region VII</b>	Bohol	Cebu Province	
<b>Region VIII</b>	Eastern Samar	Northern Samar	Biliran Leyte
<b>Region IX</b>	Zamboanga del Norte	Zamboanga Sibugay	Zamboanga del Sur
<b>Region X</b>		Misamis Occidental	Misamis Oriental Lanao del Norte Bukidnon
<b>Region XI</b>		Davao Oriental	Davao de Oro
<b>Region XII</b>		Sultan Kudarat	South Cotabato
<b>Caraga</b>	Butuan City	Dinagat Islands	Surigao del Norte Agusan del Sur
<b>BARMM</b>		Maguindanao	

## Annex B

### 2024 OKD-HLI Onboarding Workshop

1. The activity will be held from 18 to 22 March 2024, in a venue within Region III (Central Luzon) that will be announced later through an advisory from the Bureau of Learner Support Services (BLSS).
2. Regional participants for this Workshop are the **Education Support Service Division (ESSD) Chief and the OK sa DepEd Coordinator/HLI Focal Person.**
3. In case that some personnel will need to travel a day earlier (Sunday) and/or a day later (Saturday) than the inclusive dates for the activity, offices concerned are requested to grant compensatory time-off to the said personnel, as applicable, computed against the actual days that they require for the said travel, in accordance with existing Civil Service Commission rules and regulations.
4. Check-in is on 18 March 2024 at 2:00 PM, first full meal is dinner. Check-out is on 22 March 2024 at 12:00 p.m., last full meal is lunch.

The Department of Health (DOH) shall cover the board and lodging of DepEd participants. Travel expenses shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

5. Attached herewith (**Annex C**) is the concept note for the 2024 OKD-HLI Onboarding Workshop. The Workshop provides an opportunity for the DOH-CHDs and DepEd ROs to initiate discussions regarding HLI which they can continue when they return to their respective work stations.
6. Questions, concerns, or clarifications about the activity may be directed to **Ms. Dasha Uy** of the DOH-Health Promotion Bureau, through email at [dsuv@doh.gov.ph](mailto:dsuv@doh.gov.ph).



## Concept Note

### 2024 Oplan Kalusugan sa DepEd - Healthy Learning Institutions Onboarding Workshop

#### I. Rationale

Children and young people spend a significant amount of their time in schools. Schools therefore are important settings not only for education, but also for promoting the health and well-being of children. In recognition of this, the Universal Health Care law mandates the designation of schools as healthy settings, and further mandates DOH and DepEd cooperation toward operationalization of the healthy settings framework in schools.

As such, the Oplan Kalusugan sa DepEd - Healthy Learning Institutions (OKD-HLI) program was born. The program has reached seven province- or city-wide health systems (P/CWHS) and 30 P/CWHS in the 2022 OKD-HLI pilot and the 2023 OKD-HLI expansion, respectively. With the further expansion of the OKD-HLI program to 46 P/CWHS in 2024, and the impending finalization of the OKD-HLI Implementing Guidelines, including the standards and indicators for basic education institutions (BEIs) as HLI, there is a need to onboard regional and local counterparts in preparation for implementation of the OKD-HLI program.

#### II. Objectives

The 2024 HLI Onboarding Workshop aims to prepare regional and local counterparts to implement the OKD-HLI program in 2024. Specifically, it aims to:

1. Refresh DOH Center for Health Development (CHD) participants and DepEd Regional Office (RO) and Schools Division Office (SDO) participants on key concepts, and onboard them to new implementation processes for 2024 OKD-HLI program roll-out; and,
2. Solidify cooperation between DOH CHDs and DepEd ROs and SDOs for the implementation of the OKD-HLI program.

#### III. Logistics

The five-day workshop to be held from 18 to 22 March 2024, will cover learning and planning for implementation of the 2024 OKD-HLI program. This will be participated by the following:

1. 11 personnel of the DOH HPB;
2. 4 personnel from the DepEd Central Office;
3. 34 representatives from the DOH CHDs (2 per CHD);
4. 34 representatives from the DepEd ROs and SDOs (2 per region); and
5. 3 drivers.

In total, the 86 participants will be housed in a venue within Region III to be announced. The indicative budget for this activity is Php 861,400.00.

#### IV. Methodology

The following methodologies will be utilized during the activity:

1. Plenary presentations;
2. Demonstration - Return Demonstrations;
3. Quizzes;
4. Open Discussions; and
5. Workshops.

#### V. Program

**Day 1: 18 March 2024**

Time	Activity	Facilitator/Point Person
8:00 AM - 12:00 NN	Arrival and Registration	DOH HPB
12:00 NN - 1:00 PM	Lunch	Hotel
1:00 PM - 2:00 PM	Check-in	Hotel
2:00 PM - 2:30 PM	Opening Ceremony <ul style="list-style-type: none"><li>• Multifaith Prayer</li><li>• National Anthem</li><li>• Opening Remarks</li></ul>	DOH HPB & DepEd CO
2:30 PM - 3:00 PM	Expectation Setting/Covenant Writing	DOH HPB (HLI Team)
3:00 PM - 3:30 PM	Mechanics Setting	DOH HPB (HLI Team)
3:30 PM - 4:00 PM	Pre-test	DOH HPB (HLI Team)
4:00 PM - 6:00 PM	Check-in, Settle in	-
6:00 PM - 7:00 PM	Dinner	Hotel

**Day 2: 19 March 2024**

Time	Activity	Facilitator/Point Person
9:00 AM - 9:15 AM	Opening Ceremony and Icebreaker	DOH HPB (HLI Team)
9:15 AM - 10:15 AM	Introduction to HLI	DOH HPB (HLI Team)
10:15 AM - 10:30 AM	Open Forum	DOH HPB (HLI Team)
10:30 AM - 11:00 AM	Quiz Bee	DOH HPB (HLI Team)
11:00 AM - 12:00 NN	Review	Participants
1:00 PM - 2:00 PM	Return Demonstration of Introduction to HLI	DOH HPB (HLI Team)
2:00 PM - 2:30 PM	Situationer	DOH HPB (HLI Team)
2:30 PM - 4:30 PM	Run-through of Workshops 1 and 2	DOH HPB (HLI Team)
4:30 PM - 5:00 PM	Open Forum	DOH HPB (HLI Team)
5:00 PM - 6:00 PM	Free Time	Participants
6:00 PM - 7:00 PM	Dinner	Hotel

**Day 3: 20 March 2024**

Time	Activity	Facilitator/Point Person
9:00 AM - 9:15 AM	Ice Breaker	DOH HPB (HLI Team)
9:15 AM - 9:45 AM	Quiz Bee	DOH HPB (HLI Team)
9:45 AM - 12:00 NN	Demonstration of Workshops 1 and 2	DOH HPB (HLI Team)
12:00 NN - 1:00 PM	Lunch	Hotel
1:00 PM - 2:30 PM	(Cont'd) Demonstration of Workshops 1 and 2	DOH HPB (HLI Team)
2:30 PM - 2:45 PM	Confidence Rating	DOH HPB (HLI Team)
2:45 PM - 5:00 PM	Review	Participants
5:00 PM - 6:00 PM	Free Time	Participants
6:00 PM - 7:00 PM	Dinner	Hotel

**Day 4: 21 March 2024**

Time	Activity	Facilitator/Point Person
9:00 AM - 9:15 AM	Ice Breaker	DOH HPB (HLI Team)
9:15 AM - 12:00 NN	Return Demonstration of Workshops 1 and 2	DOH HPB (HLI Team)
12:00 NN - 1:00 PM	Lunch	Hotel
1:00 PM - 3:00 PM	(Cont'd) Return Demonstration of Workshops 1 and 2	DOH HPB (HLI Team)
3:00 PM - 5:00 PM	Facilitator Tips	DOH HPB (HLI Team)
5:00 PM - 6:00 PM	Free Time	Participants
6:00 PM - 7:00 PM	Dinner	Hotel

**Day 5: 22 March 2024**

Time	Activity	Facilitator/Point Person
9:00 AM - 9:15 AM	Ice Breaker	DOH HPB (HLI Team)
9:15 AM - 10:00 AM	Planning for 2024 OKD-HLI Implementation	DOH HPB (HLI Team)
10:00 AM - 10:15 AM	Evaluation	DOH HPB (HLI Team)
10:15 AM - 12:00 NN	Closing Ceremonies & Awarding	DOH HPB & DepEd CO Team
12:00 NN onward	Egress	Participants

**VI. Expected Outputs**

At the end of the workshop, participants are expected to:

1. Gain an average score of 85 percent or higher on the post-test for the 2024 OKD-HLI Implementation; and
2. Complete the DOH-DepEd joint planning guide for the 2024 OKD-HLI Implementation.