



ESSD-SHNU



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

**REGIONAL MEMORANDUM**

**ORD No. 783 S. 2024**

**TO :** Schools Division Superintendents  
SDO Caloocan City  
SDO Muntinlupa City  
SDO Quezon City  
All Other Concerned Staff

**FROM :** **JOCELYN DR. ANDAYA**  
Director IV

**SUBJECT :** **REQUEST FOR NOMINATION OF SCHOOLS FOR THE PROMOTION OF WELL-BEING IN SCHOOLS IN SOUTHEAST ASIA PROJECT OF SOUTHEAST ASIAN MINISTERS FOR EDUCATION ORGANIZATION (SEAMEO) REGIONAL CENTER FOR SUFFICIENCY ECONOMY PHILOSOPHY FOR SUSTAINABILITY (SEPS)**

**DATE :** August 02, 2024

- Attached is the Memorandum OUPS No. 2024-13-05603 dated July 18, 2024, from Atty. Revsee A. Escobedo, Undersecretary for Operations of DepEd Central Office, Pasig City, relative to the abovementioned subject, contents of which are self-explanatory, for appropriate action.
- In this regard, the following schools shall be the official nominees of NCR for the said project:

Name of School	SDO
Cayetano Arellano Elementary School	SDO Caloocan City
Sucat ES Sitio Pagkakaisa- Zone 4 Annex	SDO Muntinlupa City
Kalantiaw Elementary School	SDO Quezon City

- Attached are the concept note and other pertinent documents, for your ready reference.
- Immediate dissemination of and compliance with this Memorandum is desired.



Address: 6 Misamis St., Bago Bantay, Quezon City  
Email address: ncr@deped.gov.ph  
Website: depedncr.com.ph

Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectivity	01.26.23	Page	1 of 1





Republic of the Philippines

# Department of Education

## EXTERNAL PARTNERSHIPS SERVICE

Office of the Director.  
CO-EPS No. 51-1430 s. 2024

ICO-S-DM-0740-062124

### MEMORANDUM

FOR : **ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations

*request nominees from NCR & CALABARZON*

**DEXTER A. GALBAN**  
Assistant Secretary for Operations

ATTENTION : **ATTY. SUZETTE T. GANNABAN-MEDINA**  
Officer-in-Charge  
Bureau of Learner Support Services and  
Learner Rights and Protection Office

FROM : **MARGARITA CONSOLACION C. BALLESTEROS**  
Director IV

*Margarita*

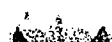
SUBJECT : **REQUEST FOR NOMINATION OF FIVE SCHOOLS FOR THE PROMOTION OF WELL-BEING IN SCHOOLS IN SOUTHEAST ASIA PROJECT OF SEAMEO SEPS**

DATE : July 10, 2024

This has reference to the attached invitation from the Southeast Asian Ministers of Education Organization (SEAMEO) Regional Center for Sufficiency Economy Philosophy for Sustainability (SEPS) to its Promotion of Well-being in Schools in Southeast Asia Project.

The project aims to develop the capacity of schools to improve their school lunch program, build knowledge and understanding towards the development of a regional model of "school well-being" focusing on school lunch improvement, and develop a network for sharing best practices towards the continuous development of school initiatives.

The project comprises two phases. In the first phase, which will run from June 15 to December 31, 2024, each SEAMEO Member Country shall nominate five (5) schools, whose representatives shall attend online capacity building workshops and present a School Lunch Improvement Proposal for grants. The selection committee shall select one (1) proposal from each country for implementation. In the second phase, which will run from January 31 to October 31, 2025, the selected schools shall implement their proposal and share their experiences.





Republika ng Pilipinas  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

---

**DM-OUOPS-2024-13-05603**

**ENDORSEMENT**

July 15, 2024

Respectfully referred to **DR. DEXTER A. GALBAN**, Assistant Secretary for Operations, this Department, **ATTENTION: ATTY. SUZETTE T. GANNABAN-MEDINA**, Officer-in-Charge, Director IV, Bureau of Learner Support Services, the herein communication dated July 10, 2024, from **MARGARITA CONSOLACION C. BALLESTEROS**, Director IV, External Partnerships Service, requesting for nomination of five (5) schools for the Promotion of Well-being in Schools in Southeast Asia Project of Southeast Asian Ministers of Education Organization (SEAMEO) Regional Center for Sufficiency Economy Philosophy for Sustainability (SEPS).

Kindly evaluate and facilitate the request subject to existing laws, guidelines, and applicable policies of the Department, and coordinate with EPS for the nomination of schools.

Thank you.

**ATTY. REVSEE A. ESCOBEDO**  
*Undersecretary for Operations*

[OUOPS/ODA]





Republika ng Pilipinas  
Department of Education

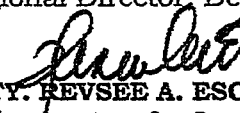
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

**MEMORANDUM**

**DM-OUOPS-2024-13-05603**

TO : **ATTY. ALBERTO T. ESCOBARTE**  
Regional Director, DepEd IV-A

**JOCELYN DR. ANDAYA**  
Regional Director, DepEd NCR

FROM :   
**ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations

SUBJECT : **REQUEST FOR NOMINATION OF SCHOOLS FOR THE PROMOTION OF WELL-BEING IN SCHOOLS IN SOUTHEAST ASIA PROJECT OF SOUTHEAST ASIAN MINISTERS OF EDUCATION ORGANIZATION (SEAMEO) REGIONAL CENTER FOR SUFFICIENCY ECONOMY PHILOSOPHY FOR SUSTAINABILITY (SEPS)**

DATE : **July 18, 2024**

This Office hereby disseminates the invitation of the SEAMEO-SEPS regarding nomination of five (5) public primary schools to participate in the conduct of the pilot implementation of the Promotion of Well-being in Schools in Southeast Asia. The objectives of this activity are to:

- a. Empower the participating schools through capacity development program adopting an approach to improve the school lunch program;
- b. Build knowledge and understanding on "One Health", "Sufficiency Economy Philosophy (SEP) and Sustainability to drive the development of regional model for school well-being; and
- c. Develop a network for sharing best practices and creative ideas to support the continuous development of school initiatives.

In this light, this Office respectfully requests nominations of **three (3) schools from NCR** and **two (2) schools from Region IV-A** to participate in this pilot project on or before July 29, 2024 (5:00pm). Attached are the concept note and other pertinent documents, for your ready reference.

For queries and concerns, your staff may contact **Dr. Maria Corazon C. Dumlao**, Chief Health Program Officer of BLSS-School Health Division at telephone no. (02) 632-9935.

Thank you for your continuous support and cooperation.



Republic of the Philippines  
**Department of Education**

**EXTERNAL PARTNERSHIPS SERVICE**

Office of the Director.  
CO-EPS No. 01-143s. 2024


ICO-S-DM-0740-062124

**MEMORANDUM**

FOR : **ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations

**DEXTER A. GALBAN**  
Assistant Secretary for Operations

ATTENTION : **ATTY. SUZETTE T. GANNABAN-MEDINA**  
Officer-in-Charge  
Bureau of Learner Support Services and  
Learner Rights and Protection Office

FROM :   
**MARGARITA CONSOLACION C. BALLESTEROS**  
Director IV

SUBJECT : **REQUEST FOR NOMINATION OF FIVE SCHOOLS FOR THE  
PROMOTION OF WELL-BEING IN SCHOOLS IN SOUTHEAST  
ASIA PROJECT OF SEAMEO SEPS**

DATE : July 10, 2024

This has reference to the attached invitation from the Southeast Asian Ministers of Education Organization (SEAMEO) Regional Center for Sufficiency Economy Philosophy for Sustainability (SEPS) to its Promotion of Well-being in Schools in Southeast Asia Project.

The project aims to develop the capacity of schools to improve their school lunch program, build knowledge and understanding towards the development of a regional model of "school well-being" focusing on school lunch improvement, and develop a network for sharing best practices towards the continuous development of school initiatives.

The project comprises two phases. In the first phase, which will run from June 15 to December 31, 2024, each SEAMEO Member Country shall nominate five (5) schools, whose representatives shall attend online capacity building workshops and present a School Lunch Improvement Proposal for grants. The selection committee shall select one (1) proposal from each country for implementation. In the second phase, which will run from January 31 to October 31, 2025, the selected schools shall implement their proposal and share their experiences.

More information about the project, including the qualifications for the nominated schools, may be found in the attached invitation and concept note.

In line with this, SEAMEO SEPS is requesting the Department of Education (DepEd) to nominate five (5) public primary schools to participate in the project. Each school shall accomplish the attached School Application Form. DepEd shall accomplish the attached List of Nominations and submit the same to SEAMEO SEPS by July 31, 2024.

**Clear Statement of Request and Recommended Action**

In this regard, the International Cooperation Office (ICO) respectfully **requests Your Honor to nominate five (5) public primary schools** to participate in the project.

Further, the ICO respectfully **requests the Bureau of Learner Support Services (BLSS) for the designation of a focal person with whom the ICO can coordinate** regarding the nomination process and other aspects of the project.

The ICO would appreciate receiving the details of the nominated schools by **July 19, 2024**.

Further coordination on this matter may be coursed through the EPS-ICO via email at: [ico@deped.gov.ph](mailto:ico@deped.gov.ph), cc: Ms. Maribeth Chua ([maribeth.chua002@deped.gov.ph](mailto:maribeth.chua002@deped.gov.ph)) and Ms. Xylene Azurin ([xylene.azurin@deped.gov.ph](mailto:xylene.azurin@deped.gov.ph)).

**Attachments:**

- Invitation Letter*
- Concept Note*
- List of Nominations*
- School Application Form*



**SEAMEO Regional Centre for Sufficiency Economy Philosophy for Sustainability**  
11<sup>th</sup> fl. Natural History and Environment Bldg., 928 Sukhumvit Road, Phra Khanong, Klong Toei, Bangkok 10110, Thailand

---

SEPS 02/205/24

18 June 2024

**Invitation to Nominate Five Public Primary Schools for the  
Promotion of Well-being in Schools in Southeast Asia Project**

Dear Dr Gonong,

The SEAMEO Regional Centre for Sufficiency Economy Philosophy for Sustainability (SEAMEO SEPS) in collaboration with Southeast Asia One Health University Network (SEAOHUN), funded by Chevron is organising the Promotion of Well-being in Schools in Southeast Asia Project in 2024-2025. This 2-phase project begins with Phase 1: *Grants for School Well-being Improvement through School Lunch Improvement Programme* (June-December 2024), before moving to Phase 2: *Implementation of School Lunch Improvement and Sharing of Experiences* (January-October 2025).

As a pilot project, the primary aims are to: (1) empower the participating schools through capacity development programmes adopting a school approach for improving the school lunch programme that contribute to school well-being; (2) build knowledge and understanding on "One Health", "Sufficiency Economy Philosophy (SEP)" and "Sustainability" to drive the development of regional model for "School Well-being", focusing on best practices for school lunch improvement; and (3) develop a network for sharing best practices and creative ideas to support the continuous development of school initiatives.

School leaders, teachers and community members of the nominated schools will be invited to participate in a series of six online capacity building workshop, with each workshop lasting 1-2 hours during 9-23 August 2024. After the online training, each school will develop its own School Lunch Improvement Proposal by 16 September 2024 when it should be submitted to SEAMEO SEPS. Each school will be invited to present their proposal at the Evaluation Meeting in September. The most outstanding proposal from each country will be awarded a grant of USD 3,000 for implementing their school lunch improvement programme in 2025, and will participate in the Award Ceremony at the 47<sup>th</sup> SEAMEO High Officials in November 2024, Thailand.

SEAMEO SEPS kindly invites your Ministry to nominate **five public primary schools** to participate in the Programme. In accordance with the selection criteria, please note that you should target:

- 1) Primary level public schools with between 100-400 students
- 2) Schools that are facing challenges in implementing an existing school lunch/feeding programme
- 3) Schools that have never received a regional grant/award before
- 4) Schools that already have a close relationship with the local community
- 5) Schools whose principal and teachers can commit to participating in the programme and the online workshops

- 6) Schools with teachers who are able to communicate in English language
- 7) Schools who would be able to establish a working committee and assign an active coordinating teacher (s) to work with SEAMEO SEPS

In addition to the nomination of five schools, we would like to request the nomination of **one ministry official** to serve as our point of contact at the Ministry level and coordinate in the evaluation process for selecting the outstanding proposal.

It would be highly appreciated if the Ministry of Education could provide (1) the summary list of nominated schools and ministry coordinator in Annex II, and (2) the completed School Application Form for each school in Annex III. Please return both of these documents by **Wednesday 31 July 2024** to SEAMEO SEPS at email: [secretariat@seameoseps.org](mailto:secretariat@seameoseps.org) (cc: [s.pivapa@seameoseps.org](mailto:s.pivapa@seameoseps.org)).

For additional information or clarification, please contact Ms Piyapa Su-angavatin, Programme Officer, SEAMEO SEPS at email: [s.pivapa@seameoseps.org](mailto:s.pivapa@seameoseps.org) or whatsapp: +6695 165 5002.

Your kind consideration and support on this matter is greatly appreciated. We look forward to receiving your nominations.

Yours sincerely,



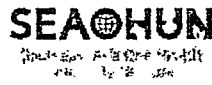
Duriya Amatavivat  
Centre Director

Dr Gina O Gonong  
Undersecretary for Curriculum and Teaching  
Department of Education  
Ground floor, Rizal Building  
DepEd Complex, Meralco Avenue  
Pasig City, Manila 1600  
Philippines

cc: Ms Annalyn M Sevilla (Undersecretary for Finance/ SEAMEO SEPS Governing Board Member), Dr Margarita Consolacion C Ballesteros (Director IV, External Partnership Service), Ms Maribeth S Chua (Project Development Officer II), Ms Hanna Patricia Cortes, Senior Desk Officer

- Encl: 1) Annex I - Concept Note of Promotion of Well-being in Schools in Southeast Asia Project  
2) Annex II - Template for List of Nominations  
3) Annex III - School Application Form





## Promotion of Well-being in Schools in Southeast Asia Project

### Phase 1: Grants for School Well-being Improvement Concept Note

#### 1. INTRODUCTION

SEAMEO Regional Centre for Sufficiency Economy Philosophy for Sustainability (SEAMEO SEPS) in collaboration with Southeast Asia One Health University Network (SEAOHUN), funded by Chevron will co-develop the project to promote and improve well-being in schools in Southeast Asia. The project will be implemented from 15 June 2024 to 31 October 2025.

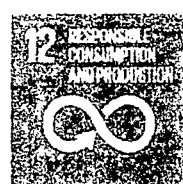
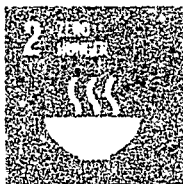
The project will be implemented in two phases:

- 1) Phase 1: Grants for School Well-being Improvement (15 June – 31 December 2024), and
- 2) Phase 2: Implementation of School Lunch Improvement and Sharing of Experiences (1 January – 31 October 2025).

This concept note will highlight the activities that the nominated schools from the Ministries of Education of 11 Southeast Asian countries will be engaged in phase 1.

#### 2. RATIONALE

The impact of health, nutrition and well-being on the learning outcomes of young people is well-documented. Numerous studies have reported that children and adolescents who have a properly balanced diet are both healthier and more productive. Hence, ending hunger and all forms of malnutrition (SDG 2), ensuring healthy lives, and well-being (SDG 3) and responsible consumption (SDG12) are important targets to achieve by 2030. These targets are also inextricably linked to ensuring inclusive and equitable quality education (SDG 4). Partnership for the goals (SDG 17) is included as a key element for the success of the programme by engaging communities and stakeholders in planning and implementation.



Malnutrition is a problem facing all countries in Southeast Asia. At one end of the spectrum there are a significant number of children and adolescents who are undernourished or suffer from micronutrient deficiencies while at the other there are others whose lives are impacted by being overweight or obese. These extremes are becoming ever more pronounced as climate change

and environmental crises affect food security and increasing urbanization leads to lifestyle changes which push people towards more convenient fast/processed foods.

SEAMEO SEPS is therefore proposing a range of activities to address these challenges and accelerate achievements of the SDG across the region.

The project aims to build on the fact that countries in Southeast Asia already have national policies and frameworks focused on school food/nutrition/feeding programmes. Adopting a whole school approach, the proposed activities will promote **"One Health"**, **"Sufficiency Economy Philosophy (SEP)"** and **"Sustainability"** as ways to improve school well-being.

The programme will strengthen school leadership, and teacher capacity, maximise opportunities for parent and community engagement, enhance curricula with One Health and SEP-rich content and ultimately change behaviours within schools, in families and communities. Participating schools across the region will be able to customise their learning based on their particular country contexts, needs and available resources.

### 3. OBJECTIVES

The overarching objectives of the programme are as follows:

- 1) **Facilitate the exchange of information** on the "One Health" initiative and regional "School Well-being" practices among 11 SEAMEO and SEAOHUN member countries,
- 2) **Build knowledge and understanding** on "One Health" and input the "Sufficiency Economy Philosophy (SEP)" and 'Sustainability' concept to drive the development of regional models for "School Well-being", focusing on best practices for school lunch improvement,
- 3) **Empower** school leaders, teachers, students, together with surrounding communities through capacity development programmes adopting a whole school approach for improving school lunch programme that contribute to school well-being,
- 4) **Develop a network for sharing best practices and creative ideas** to support the continuous development of school initiatives, and
- 5) **Identify model schools** from the participating network to inspire others in their respective countries and the region.

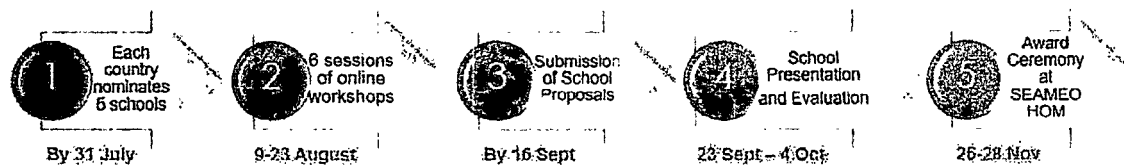
### 4. TARGET PARTICIPANTS/BENEFICIARIES

School Leaders, teachers, students and community members of primary public schools in 11 SEAMEO and SEAOHUN member countries, namely: Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Malaysia, Myanmar, Philippines, Singapore, Thailand, Timor-Leste, and Vietnam.

## 5. ACTIVITIES OF PHASE 1: GRANTS FOR SCHOOL WELL-BEING IMPROVEMENT

Duration: 15 June – 31 December 2024

In phase 1, the nominated schools will be invited to participated in the following activities:



### 5.1) Nomination of Five Public Primary Schools by each Southeast Asian Country

The Ministry of Education of each Southeast Asian country is invited to select/nominate **5 public primary schools/country** to participate in the programme, **totaling 55 schools** from 11 SEAMEO and SEAOHUN member countries, namely: Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Malaysia, Myanmar, Philippines, Singapore, Thailand, Timor-Leste, and Vietnam.

The following criteria serve as guidelines to Ministries of Education on which schools should be targeted in their selection:

- 1) Primary level public schools with between 100-400 students
- 2) Schools facing challenges in implementing an existing school lunch/feeding programme
- 3) Schools that have never received a regional grant/award before
- 4) Schools that already have a close relationship with the local community
- 5) Schools whose principal and teachers can commit to participating in the programme and the online workshops
- 6) Schools with teachers who are able to communicate in English language
- 7) Schools who would be able to establish a working committee and assign an active coordinating teacher (s) to work with SEAMEO SEPS

The nominated school should submit the "**Application Form**" (Annex III) to the Ministry of Education in their country. The Application Form will include the profile of schools, contact details of School Principal, and coordinators, issues/problems about school lunch or feeding programme, and identification of possible solutions.

**Deadline for Nominations:** The Ministry of Education should submit the list of five nominated public and primary schools and the Application Form of each school to SEAMEO SEPS by **Wednesday 31 July 2024**.

### 5.2) Online Capacity Building Workshop Series on "School Lunch Improvement"

**Schedule:** 9 – 23 August 2024 (Every Monday, Wednesday and Friday after 15.00 hrs (BKK time) for 1-2 hrs)

**Objectives:**

- To build knowledge and understanding on "One Health", "SEPS" and "Sustainability" to drive the improvement of school well-being

- To develop the capacity of school leaders, teachers and community members of the nominated schools to be able to create programmes/activities for improving school lunches, that contribute to the improvement of student health and school well-being

**Participants:**

School representatives and concerned teachers of the nominated schools will be invited to participate in the Online Workshop Series.

The participants of the online training session could be school leaders, teachers, school canteen/feeding programme staff, members of Teacher and Parent Association, parents, community members, Ministry officers, representatives from the education service areas.

**Registration Fee:** Nil (Fully supported by the organisers)

**Tentative Training Schedule:**

<i>Session</i>	<i>Tentative Training Topics</i>	<i>Tentative Schedule (BKK Time)</i>
1	Orientation and Proposal Development	Fri 9 August 2024, 15.00-16.00 hrs
2	One Health Integration	Wed 14 August 2024 15.00-16.00 hrs
3	School Lunch Management and Canteen Improvement	Fri 16 August 2024 15.00-17.00 hrs
4	Nutrition Balance and Food Safety	Mon 19 August 2024 15.00-17.00 hrs
5	Food Waste Management	Wed 21 August 2024 15.00-17.00 hrs
6	Integration of Sufficiency Economy Philosophy (SEP), Community Engagement & Sustainability	Fri 23 August 2024 15.00-17.00 hrs

**Session and Online Platform:**

6 online training sessions to be tentatively organised by zoom during 9 – 23 August 2024. The confirmed schedule of each session will be informed to the nominated schools

**Certificate:**

A Certificate of Participation will be provided to every participant who attends all workshops and contributes to the school improvement proposal.

Each school coordinator and Ministry coordinator will receive a Certificate of Appreciation.

**5.3) Development of School Lunch Improvement Proposal and Submission of Proposal**

During the participation in the workshop series on School Lunch Improvement, the schools will be guided to develop their School Lunch Improvement Proposal which should be implemented in 2025 and submit to SEAMEO SEPS for grants.

The school should submit their School Lunch Improvement Proposal and a short video presentation for grants by **16 September 2024**.

The submission guidelines, evaluation criteria and proposal template will be provided to the nominated schools in advance.

#### **5.4) School Presentations and Selection of Outstanding Proposal for each Country**

All nominated schools from each country that submit the proposal will be invited to participate in the School Proposal Presentation, scheduled for each country during 23 -30 September 2024.

- 11 online selection sessions (1 session/country) will be organised to evaluate the school proposals and select the best proposal from each country for the awarding of grants.
- All schools will be invited to present their proposal and workplan (7 minutes per a school)
- A representative from each Ministry of Education is invited as a part of the evaluation committee of each country assessment session.

### **6. GRANTS FOR SELECTED PROPOSALS**

#### **Grants and prizes for a selected proposal of each country:**

- The committee will select only **one** outstanding proposal from each country (totaling 11 schools from Southeast Asian countries) to receive a **grant of USD 3,000/school/country** for implementing the school lunch improvement programme in 2025 according to the workplan in their proposal.
- School Principals of schools selected for their outstanding proposal from each of the 11 Southeast Asian country will be invited to participate in an Award Ceremony on 26-28 November 2024 at the 47<sup>th</sup> SEAMEO High Officials Meeting, Chiang Mai Thailand. Expenses incurred including air ticket, hotel accommodation, domestic transportation, meals will be supported by the project.
- The school leader and teachers who developed the selected proposals will receive Certificates of Recognition.

#### **Certification of all participating schools:**

- School principals, committee teachers, and community members of the participating schools will receive Certificates of Participation in the programme.

### **7. ACTIVITIES OF PHASE 2: SCHOOL LUNCH IMPROVEMENT IMPLEMENTATION AND SHARING OF EXPERIENCES**

Duration: 1 January – 31 October 2025

To ensure that the selected schools from phase 1 of the project implement improvements to their school lunch programmes in accordance with their phase 1 proposals and action plans, it is strongly recommended that a second phase focused on implementation and facilitating the sharing of experiences is scheduled from 1 January to 31 October 2025.

The objectives of phase 2 are to: (1) showcase improvements made during the implementation process in the 11 selected schools with support from community members and other stakeholders to ensure sustainability; (2) build knowledge and understanding on "One Health", "SEPS" and "Sustainability", as vital components for improving school well-being; (3) develop a network for sharing best practices and creative ideas to support the continuous development of school well-being initiatives; and (4) share the schools' best practices and models to other schools in the Southeast Asia and beyond.

The participating schools in this phase will be the 11 public primary schools in 11 Southeast Asian countries which were selected from phase 1.

The activities of phase 2 will focus on monitoring and evaluation the implementation of the school proposal during January – June 2025. The activities will include as follows:

- |  |                 |
|--|-----------------|
| • Online orientation for school implementation   | January, 2025   |
| • 1 <sup>st</sup> School progress presentation and report                                    | March, 2025     |
| • 2 <sup>nd</sup> School progress presentation and report                                    | June, 2025      |
| • School site visit and evaluation   | July, 2025      |
| • Sharing of Experiences in the Regional Webinars on School Well-being and Lunch Improvement | August, 2025    |
| • Final school presentation and report.  | September, 2025 |

## 8. IMPORTANT DATES

Activity	Schedule
<b>Phase 1 (15 June – 31 December 2024)</b>	
• Submission of nominated schools and application forms to SEAMEO SEPS by the Ministries of Education	By 31 July 2024
• Virtual orientation and Workshop Series for School Lunch Improvement	9-23 August 2024 (Every Mon, Tue, Fri. at 14.00 hrs)
• Deadline for submission of school lunch improvement proposals	16 September 2024
• School presentations and selection of outstanding proposals	17 September – 4 October 2024
• Announcement of outstanding proposal (1 proposal/country)	10 October 2024
• Award Ceremony at SEAMEO High Officials Meeting in Chiangmai, Thailand	26-28 November 2024
<b>Phase 2 (1 January – 31 October 2025)</b>	
• Online orientation	January 2025
• Implementation of the School Lunch Improvement Proposal by the selected schools	1 January – June 2025
• School site visit and evaluation	July 2025
• International webinar for sharing best practices	August 2025
• Final report submission	September/October 2025

## 9. ABOUT ORGANISERS

### SEAMEO SEPS

SEAMEO Regional Centre for Sufficiency Economy Philosophy for Sustainability (SEAMEO SEPS) was established as one of the 26 SEAMEO Regional Centres under the Southeast Asian Ministers of Education Organization (SEAMEO). SEAMEO SEPS was established in 2019 and hosted by the Ministry of Education of Thailand, with its aims to promote the philosophy, principles and values of the Sufficiency Economy as an instrument for achieving Sustainable Development Goals (SDG) among 11 Southeast Asian Countries, namely, Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Malaysia, Myanmar, Philippines, Singapore, Thailand, Timor-Leste, and Vietnam. Further information can be found at [www.seameo.org](http://www.seameo.org) and <http://www.seameo-seps.org/>

### SEAOHUN

The Southeast Asia One Health University Network (SEAOHUN), established in 2011, is an academic and research network promoting the One Health concept. Comprising over 100 educational institutions from eight ASEAN countries, SEAOHUN builds professional capacity to address complex One Health issues, conducts research for evidence-based decision-making, and assists governments with public health surge capacity. The SEAOHUN Secretariat is located in Mueang district, Chiang Mai, Thailand.

<https://www.seaohun.org/> | <https://www.facebook.com/seaohun>

### CHEVRON

Chevron is one of the world's leading integrated energy companies. As a company of problem solvers, we look to the future of energy with optimism. We provide affordable, reliable, and ever-cleaner energy to people in the Eurasia Pacific region that is essential to achieving a more prosperous and sustainable world. We invest in community programs that help advance the UN's sustainable development goals and strive to empower people to meet their full potential. <https://www.chevron.com/>

## 10. FOCAL PERSONS

### SEAMEO SEPS

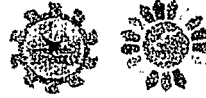
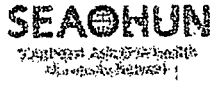
Ms Duriya Amatavivat  
Centre Director

Ms Piyapa Su-angavatin  
Programme Officer/ Coordinator  
Mobile/Whatsapp: +6695 165 5002

Email: [s.piyapa@seameoseps.org](mailto:s.piyapa@seameoseps.org) (cc: [secretariat@seameoseps.org](mailto:secretariat@seameoseps.org))  
Website: <https://www.seameoseps.org/>







**Promotion of Well-being in Schools in Southeast Asia Project  
Phase 1: Grants for School Well-being Improvement**

**School Application Form**

Each nominated school is requested to complete the Application Form with photos and return the form to the email address: [s.piyapa@seameoseps.org](mailto:s.piyapa@seameoseps.org) and [secretariat@seameoseps.org](mailto:secretariat@seameoseps.org) before 31 July 2024

**PART 1: Details of your school**

1. Country
2. Name of your school:
3. Address:
4. City:
5. General email address of school (if available):
5. Details of School Principal/Director:
  - a. Title:
  - b. Full name:
  - c. Position:
  - d. Email address:
  - e. Mobile/Whatsapp Number:
6. Details of Coordinating Teacher (The school can add more if there are more than 1 coordinating teacher):
  - a. Title:
  - b. Full Name:
  - c. Position
  - d. Email address:
  - e. Mobile/Whatsapp Number:
7. Education level of your school:

8. Total number of teachers:

9. Total number of students:

10. Please identify the location of your school

City area .....  Provincial area .....  Remote area

11. Website address or social media account of your school (if available):

Website:

Social Media:

**PART 2: Overview of the Current School Lunch/Feeding Programme**

1. Please identify the challenges you are facing in implementing your existing school lunch programme and explain why your school would like to participate in this programme.

2. Briefly explain how you would like to improve your school's existing lunch programme.

3. Other comment/suggestion or information that you would like to share to the organisers.

**PART 3: Tentative list of teachers/staff/ community members who will participate in the online workshop series (By Zoom) during 9-23 August 2024 (6 sessions)**

Note:

- The online capacity building sessions will be conducted by Zoom platform and tentatively scheduled on 9, 14, 16, 19, 21, 23 August for 1-2 hrs at 15.00 hrs (Bangkok Time/GMT+7)
- It is not necessary that all nominated teachers should attend all online training sessions. This depends on the interest and responsibility in the programme.
- This is the tentative list of participants. The schools can adjust the list or provide the additional name of teachers to SEAMEO SEPS later.
- The Certificate of Participation will be provided.

Name of Participants	Position	Email Address

(Please add more rows if needed)

**PART 4-Photos of your school and problems/issues**

Please provide maximum 4 photos of your school which show some of the difficulties and challenges you face and explain about the photo.

Photo 1:

Caption:

Photo 2:

Caption:

Photo 3:

Caption:

Photo 4:

Caption: