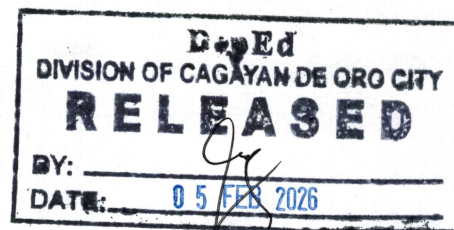




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

05 Feb 2026

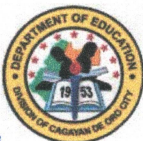
DIVISION MEMORANDUM

No. 123 s.2026

UPLOADING OF ONLINE MONITORING SYSTEM REPORT
ON WASH IN SCHOOLS (WinS) PROGRAM FOR SY 2025-2026

TO: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
All Elementary and Secondary Public School Heads
All Others Concerned
This Division

1. Pursuant to DepEd Order No. 10, s. 2016, entitled "*Policy Guidelines for the Comprehensive Water, Sanitation and Hygiene in Schools (WinS) Program*," all public elementary and secondary schools are hereby directed to upload their updated WinS data through the **LIS-WinS OMS Portal** at <https://oms-wins.deped.gov.ph>.
2. The uploading of the **WinS OMS Report for SY 2025-2026** shall be completed on or before **18 February 2026**. All schools must ensure that the **latest version of the prescribed monitoring form, Version 2026-01-26, is used**.
3. **Annex and extension** schools must submit a soft copy of their report to their mother school and also send a copy to the official **WinS DepEd email** at depedcdo.wins@deped.gov.ph.
4. Schools shall ensure that all **Means of Verification (MOVs)** for each indicator in the WinS Monitoring System are properly compiled and organized in appropriately labeled folders for easy retrieval during Division Monitoring and Validation visits. The **School WinS Technical Working Group (TWG)** shall conduct a **self-assessment** to ensure that all uploaded data are **accurate and up-to-date** for each indicator.
5. Schools must verify that the **WASH facilities data** are fully consistent with the information reported in the **BEIS** and **NBIS** reports. Any discrepancies must be identified and corrected immediately to maintain data accuracy and integrity.
4. Access to the WinS OMS website may be granted through the LIS/ICT Coordinator by assigning a **WinS Coordinator or WinS Officer** role to the school's designated **WinS Focal Person** through their LIS account.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@deped.gov.ph
Website: <https://depedcdo.net/>

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5. For clarifications or further information, you may contact the official WinS DepEd email or the official WinS Facebook Messenger group.
6. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
7. This Office directs immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: None

Reference: None

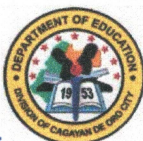
To be indicated in the Perpetual Index
under the following subjects:

SCHOOL HEALTH

WASH IN SCHOOLS

DM-121-SGOD-SHN-(CCPC) / UPLOADING OF ONLINE MONITORING SYSTEM REPORT ON WASH
IN SCHOOLS (WinS) PROGRAM FOR SY 2025-2026

February 5, 2026



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