

Republika ng Pilipinas  
(Republic of the Philippines)  
KAGAWARAN NG EDUKASYON, KULTURA AT ESPORTE  
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS).  
Manila

April 28, 1987

DECS M E M O R A N D U M  
No. 89, s. 1987

STRENGTHENING THE REGIONAL AND DIVISION WORKING  
COMMITTEES ON HEALTH AND NUTRITION

To: Bureau Directors  
Regional Directors  
Chief of Service and Heads of Units/Centers  
Schools Superintendents

1. To improve the coordinating mechanism of the School Health and Nutrition working committees at the regional and division offices, the composition of the committee is hereby reconstituted.

- a. At the regional level, the new composition is as follows: Chairman - Regional Director; Vice Chairman - Assistant Director; Members - Chiefs of the Elementary, Secondary and Higher Education Divisions; Medical Services Supervisor II/Senior Clinic Physician; Supervising Dentist/Regional Dentist; Head Educational Supervisor (AME Center)/General Education Supervisor II (Nutrition); General Education Supervisor II (Health); and General Education Supervisor II (Agriculture).
- b. The division working committee shall be composed of the following: Chairman - Division Superintendent; Vice Chairman - Assistant Superintendent; Members - School Division Medical Officer/Clinic Physician; Dental Supervisor/Dentist In-Charge; General Education Supervisor I (Health); General Education Supervisor II (Nutrition/Home Economics) and General Education Supervisor I (Elementary Agriculture).

2. The functions of the regional and division working committees shall include among others, the over-all coordination of the various health and nutrition programs and projects at the three (3) levels of education in the regions/divisions and the solicitation of assistance from other agencies/offices, as may be deemed necessary, in order to attain program objectives. The specific functions of the committees and its members are found in the enclosure.

3. Both the regional and division working committees shall submit quarterly and annual reports on their activities to the School Health and Nutrition Center, Manila.

4. Immediate dissemination and implementation of this Memorandum is desired.

(SGD.) LOURENCE R. QUESUMBING







Incl: As stated

References: MEC Memorandum: No. 69, s. 1901  
MECS Memorandum: No. 142, s. 1982

Attachment: 1-2--(M.C. 1-87)

To be indicated in the perpetual index  
under the following subjects:

CLASSIC  
SOCIETY  
HEALTH EDUCATION  
NUTRITION EDUCATION  
OFFICIALS  
REPORT









General Functions of the Regional Working Committee

1. Plans for effective supervision of the health and nutrition programs.
2. Supervises the implementation of school health and nutrition programs/projects.
3. Promotes and initiates health and nutrition education projects including environmental, drug and population education.
4. Conducts conferences, workshops, seminars, pre- and in-service trainings.
5. Initiates and conducts researches in health, nutrition and agriculture.
6. Monitors and evaluates the school health and nutrition programs.
7. Submits required reports.
8. Collaborates with other government and private agencies engaged in health and nutrition activities.

General Functions of the Division Working Committee

1. Supervises the efficient implementation of school health and nutrition projects.
2. Supervises instruction in classes where health, nutrition, drug and environmental concepts are integrated in the curriculum.
3. Prepares supplementary materials for instruction in health, nutrition and agriculture education to fit local needs and resources.
4. Conducts in-service training for teachers and health personnel for the proper implementation of school health and nutrition projects.
5. Monitors and evaluates school health and nutrition projects.
6. Submits required reports.
7. Collaborates with other government and private agencies.
8. Conducts researches relative to health and nutrition.

Functions of the Chairman of both the Regional and Division Working Committees

1. Coordinates over-all planning and supervision of school health and nutrition programs/projects.
2. Designates a secretary from among the members.
3. Calls a periodic meeting (quarterly/monthly)

Functions of Vice Chairman

1. Chairs committee meetings in the absence of the chairman.
2. Coordinates the functions of the different members of the committee.

Functions of the Secretary

1. Prepares agenda for the meetings.
2. Keeps minutes of meetings and other pertinent records and data.
3. Prepares and submits quarterly reports to DECS.
4. Prepares other communications.







Functions of the members

1. Attends committee meetings.
2. Monitors implementation of the STMG.
3. Submits supervisory report to the Secretary.

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