



**MAR 3 1 2008**

DepED MEMORANDUM  
No. **152**, s. 2008

**DISTRIBUTION OF ORAL HEALTH KITS TO GRADE ONE PUPILS  
IN PUBLIC ELEMENTARY SCHOOLS**


To: Regional Directors  
Schools Division/City Superintendents  
Heads, Public Elementary Schools

1. The Colgate-Palmolive Philippines, Inc., (CPPI) in coordination with the Adopt-A-School Program of the Department, will be giving 1,755,750 pieces of toothbrush and toothpaste to Grade I pupils in public schools nationwide. This is in line with the Bright Smiles, Bright Futures Program of CPPI and this Department that promotes oral health among school children.
2. Together with the toothbrush and toothpaste, posters and materials on oral health promotion will also be distributed directly to schools through the help of Coca-Cola Bottlers Philippines, Inc. (CCBPI). Please be reminded that these materials, including delivery to schools, are free. Hence, all school heads are advised that no payments are necessary to receive said oral health kits.
3. Distribution of toothbrushes and toothpastes supports the 7 o'Clock Habit detailed in another DepED Memorandum. These dental health kits are for school use and therefore must not be brought home by the pupils.
4. Delivery to schools will start June 2, 2008. Names, mobile numbers, landline, and school addresses of school heads authorized to receive the packages should be submitted using the enclosed form (Enclosure No. 1) to Adopt-A-School Program Secretariat on or before April 25, 2008. Completed form may be sent through email to [ellaarienda@yahoo.com](mailto:ellaarienda@yahoo.com) or fax to (02) 638-8637 or (02) 638-8639. The said packages will only be released to these identified/authorized personnel.
5. Regions and divisions are enjoined to organize monitoring teams (headed by the ASP Coordinators and Dentists-In-Charge) who shall visit schools to monitor the delivery as well as the distribution of these packages by the school head to the Grade I pupils. Schedule of delivery to schools will be detailed in a separate communication/memorandum from the Central Office.
6. Upon receipt of these packages, all school heads are given one week to distribute these toothbrushes and toothpastes among the Grade I pupils in their school. Schedule of the distribution should be coordinated with the respective division office, specifically to the division dentist-in-charge.
7. Receipt of these dental kits by Grade I pupils should be duly certified by a representative from the division office and a third party monitor or volunteer/s to ensure the timely delivery of these dental kits to rightful beneficiaries. The third party monitors, similar to that of the Textbook Count Program, is composed of volunteers from civic society organizations, nongovernment offices (NGOs), parents-teachers associations (PTA), local government units (LGUs), and other community groups.

8. Enclosed are allocation lists per division (Annex 2), guidelines (Annex 3), and control documents or forms (Annex 4) on the delivery, acceptance, and reporting on the distribution of dental kits.

9. Accomplished control forms (3 and 4) should be sent to CCPI via the postage-paid envelopes that were provided. The first 100 divisions who are able to send back completed forms will receive incentives from CPPI. Photo documentations of the distribution are also being requested to be enclosed to the control forms.

10. Immediate dissemination of this Memorandum is desired.



TEODOSIO C. SANGIL, JR.  
Undersecretary

Encls.:  
As stated

Reference:  
None

Allotment: 1—(D.O. 50-97)

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

HEALTH EDUCATION  
PROJECTS  
PUPILS

**Enclosure No. 1 to DepED Memorandum No. 152, s. 2008**



**BRIGHT SMILES, BRIGHT FUTURES PROGRAM  
NGITING COLGATE, HATID NG COKE**

This is to authorize the following DepED personnel to receive the Colgate-Palmolive Philippines, Inc. (CPII) oral health kits (toothbrushes, toothpastes, and materials) to be delivered by Coca-Cola Bottlers Phil., Inc. (CCBPI). It is understood that said materials will only be released by CCBPI to these personnel listed below.

**A. Division Officials/Personnel**

DIVISION:	REGION:		
Schools Division Superintendent:	Mobile Number/s:	Landline Number/s:	
Adopt-A-School Program Division Coordinator:	Mobile Number/s:	Landline Number/s:	
Division Dentist-In-Charge:	Mobile Number/s:	Landline Number/s:	

**B. BSBF Division Monitoring Team (Use additional sheets, if necessary)**

Name	Designation	Mobile Number/s	Landline Number/s (include area code)



**C. District Supervisors and School Heads (Use additional sheets, if necessary)**

Name of Schools	School Address	Name of School Heads / District Supervisors	Designation	Mobile Number/s	Landline Number/s (include area code)

Prepared by: \_\_\_\_\_

ASP Coordinator/Dentist-In-Charge \_\_\_\_\_

Noted by: \_\_\_\_\_

Schools Division Superintendent \_\_\_\_\_

Designation _____	Date _____
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Date \_\_\_\_\_

Fax or mail this to:  
 Adopt-A-School Program Secretariat, DepED-Central Office  
 5f Bonifacio Bldg., DepED Complex, Meralco Ave., Pasig City |  
 Telefax: (02) 638-8637  
 or Email to: [ellaarrenda@yahoo.com](mailto:ellaarrenda@yahoo.com)

## Enclosure No. 2 to DepED Memorandum No. 152, s. 2008

BSBF SY 2007-2008

ADOPT-A-SCHOOL PROGRAM

Match with Coke Plant

COKE PLANT	REGION	DIVISION	TOTAL	NO OF	TOTAL	GRADE - I	TOTAL	
MATCH			DIV	SCHOOLS	SCHOOLS	PUPILS	G-1	
CALASIAO	I	ALAMINOS CITY	1	11		1,266		Packed
ILOCOS		CANDON CITY	1	4		440		
CARLATAN		DAGUPAN CITY	1	23		3,480		
		ILOCOS NORTE	1	33		3,122		
		ILOCOS SUR	1	35		3,069		
		LA UNION	1	81		8,408		
		LAOAG CITY	1	8		980		
		PANGASINAN I	1	253		25,208		
		PANGASINAN II	1	163		17,384		
		SAN CARLOS CITY	1	37		4,827		
		SAN FERNANDO CITY	1	12		1,947		
		URDANETA CITY	1	20		2,539		
		VIGAN CITY	1	5		488		
		<b>TOTAL</b>	<b>13</b>		<b>685</b>		<b>73,158</b>	
ILAGAN	II	CAGAYAN	1	154		12,756		
		CAUAYAN CITY	1	17		1,807		
		ISABELA	1	211		19,121		
		NUEVA VIZCAYA	1	58		4,991		
		QUIRINO	1	23		1,884		
		TUGUEGARAO CITY	1	17		2,604		
		<b>TOTAL</b>	<b>6</b>		<b>480</b>		<b>43,163</b>	
SAN FERNANDO	III	ANGELES CITY	1	33		9,421		
		AURORA	1	36		3,970		
		BALANGA CITY	1	9		1,633		
		BATAAN	1	82		12,347		
		BULACAN	1	286		44,482		
		CABANATUAN CITY	1	38		5,699		
		GAPAN CITY	1	17		2,580		
		MALOLOS CITY	1	23		4,045		
		MUÑOZ SCIENCE CITY	1	10		1,256		
		NUEVA ECIJA	1	229		25,187		
		OLONGAPO CITY	1	23		5,511		
		PAMPANGA	1	289		39,197		
		SAN FERNANDO CITY	1	29		5,937		
		SAN JOSE DEL MONTE CITY	1	26		11,342		
		TARLAC	1	191		22,225		
		ZAMBALES	1	105		11,106		
		<b>TOTAL</b>	<b>16</b>		<b>1,426</b>		<b>205,938</b>	
LAGUNA	IV-A	ANTIPOLO CITY	1	31		16,591		Packed
BATANGAS		BATANGAS	1	175		25,936		
QUEZON		CALAMBA CITY	1	28		7,337		
CANLUBANG		CAVITE	1	193		55,851		
		LAGUNA	1	128		30,003		
		LIPA CITY	1	24		4,025		
		LUCENA CITY	1	22		5,121		
		QUEZON	1	158		27,823		
		RIZAL	1	116		35,985		
		SAN PABLO CITY	1	15		2,948		
		STA ROSA	1	17		5,271		
		TANAUAN	1	10		1,971		
		<b>TOTAL</b>	<b>12</b>		<b>917</b>		<b>218,862</b>	
PALAWAN	IV-B	CALAPAN CITY	1	23		2,606		
MINDORO		MARINDUQUE	1	42		3,731		
ROMBLON		OCCIDENTAL MINDORO	1	112		12,525		
MARINDUQUE		ORIENTAL MINDORO	1	150		14,519		
		PALAWAN	1	133		14,396		
		PUERTO PRINCESA	1	25		4,755		
		ROMBLON	1	79		7,510		

		TOTAL		7		564		60,042	
NAGA	V	ALBAY	1		114		15,828		
BICOL		CAMARINES NORTE	1		74		11,347		
		CAMARINES SUR	1		225		31,986		
		CATANDUANES	1		23		2,576		
		IRIGA CITY	1		12		1,756		
		LEGASPI CITY	1		24		3,925		
		LIGAO CITY	1		21		2,691		
		MASBATE	1		167		20,445		
		MASBATE CITY	1		17		3,112		
		NAGA CITY	1		22		5,169		
		SORSOGON	1		77		10,830		
		SORSOGON CITY	1		22		3,452		
		TABACCO CITY	1		22		3,541		
		<b>TOTAL</b>		<b>13</b>		<b>820</b>		<b>116,658</b>	
ILOILO	VI	AKLAN	1		90		9,669		
BACOLOD		ANTIQUE	1		69		6,485		
		BACOLOD CITY	1		43		12,494		
		BAGO CITY	1		34		5,173		
		CADIZ CITY	1		36		5,254		
		CAPIZ	1		102		9,995		
		GUIMARAS	1		20		1,853		
		ILOILO	1		211		24,507		
		ILOILO CITY	1		47		8,853		
		KABANKALAN CITY	1		40		5,633		
		LA CARLOTA CITY	1		12		1,479		
		NEGROS OCCIDENTAL	1		361		45,285		
		PASSI CITY	1		17		1,841		
		ROXAS CITY	1		27		3,949		
		SAGAY CITY	1		35		4,584		
		SAN CARLOS CITY	1		41		4,960		
		SILAY CITY	1		17		3,087		
		<b>TOTAL</b>		<b>17</b>		<b>1,202</b>		<b>155,101</b>	
CEBU	VII	BAIS CITY	1		19		2,002		Packed
TAGBILARAN		BAYAWAN CITY	1		34		4,392		
		BOHOL	1		169		15,025		
		CEBU	1		370		45,533		
		CEBU CITY	1		58		18,862		
		DANA O CITY	1		17		2,457		
		DUMAGUETE CITY	1		16		2,333		
		LAPU LAPU CITY	1		28		7,185		
		MANDAUE CITY	1		24		6,905		
		NEGROS ORIENTAL	1		205		20,946		
		SIGUIJOR	1		9		739		
		TAGBILARAN CITY	1		14		1,877		
		TALISAY CITY	1		19		4,629		
		TANJAY CITY	1		16		1,675		
		TOLEDO CITY	1		34		5,146		
		<b>TOTAL</b>		<b>15</b>		<b>1,032</b>		<b>139,706</b>	
TACLOBAN	VIII	BILIRAN	1		32		2,958		
		CALBAYOG CITY	1		35		4,346		
		EASTERN SAMAR	1		77		9,374		
		LEYTE	1		228		23,792		
		MAASIN CITY	1		6		545		
		NORTHERN SAMAR	1		111		15,193		
		ORMOC CITY	1		35		4,058		
		SAMAR (WESTERN SAMAR)	1		76		8,724		
		SOUTHERN LEYTE	1		37		3,522		
		TACLOBAN CITY	1		28		5,685		
		<b>TOTAL</b>		<b>10</b>		<b>665</b>		<b>78,197</b>	
ZMABOANGA	IX	DAPITAN CITY	1		9		1,068		
		DIPOLOG CITY	1		16		2,618		
		ISABELA CITY	1		3		745		

		PAGADIAN CITY	1	23	3,683	
		ZAMBOANGA CITY	1	80	25,542	
		ZAMBOANGA DEL NORTE	1	108	12,926	
		ZAMBOANGA DEL SUR	1	93	10,799	
		ZAMBOANGA SIBUGAY	1	90	10,327	
		<b>TOTAL</b>	<b>8</b>		<b>422</b>	<b>67,708</b>
CDO	X	BUKIDNON	1	154	23,810	
		CAGAYAN DE ORO CITY	1	41	13,455	
		CAMIGUIN	1	3	509	
		GINGOOG CITY	1	21	3,064	
		ILIGAN CITY	1	45	9,112	
		LANAO DEL NORTE	1	77	9,725	
		MISAMIS OCCIDENTAL	1	9	960	
		MISAMIS ORIENTAL	1	86	12,619	
		OROQUIETA CITY	1	3	481	
		OZAMIS CITY	1	16	2,590	
		TANGUB CITY	1	3	522	
		VALENCIA CITY	1	28	4,650	
		<b>TOTAL</b>	<b>12</b>		<b>486</b>	<b>81,497</b>
DAVAO	XI	COMPOSTELA VALLEY	1	77	12,422	Packed
		DAVAO CITY	1	143	32,408	
		DAVAO DEL NORTE	1	48	7,673	
		DAVAO DEL SUR	1	107	15,561	
		DAVAO ORIENTAL	1	79	12,848	
		DIGOS	1	16	3,680	
		ISLAND GARDEN OF SAMAL	1	4	931	
		PANABO CITY	1	17	3,594	
		TAGUM	1	19	5,232	
		<b>TOTAL</b>	<b>9</b>		<b>510</b>	<b>94,349</b>
GENSAN	XII	COTABATO CITY	1	16	7,308	Packed
		GENERAL SANTOS CITY	1	39	12,250	
		KIPDAPAWAN	1	2	730	
		KORONADAL	1	5	1,598	
		NORTH COTABATO	1	60	12,059	
		SARANGANI	1	34	7,048	
		SOUTH COTABATO	1	37	7,591	
		SULTAN KUDARAT	1	34	6,995	
		TACURONG	1	4	1,222	
		<b>TOTAL</b>	<b>9</b>		<b>231</b>	<b>56,801</b>
	XIII	AGUSAN DEL NORTE	1	57	6,430	
		AGUSAN DEL SUR	1	93	11,574	
		BISLIG CITY	1	16	1,982	
		BUTUAN	1	45	7,446	
		SIARGAO	1	12	1,741	
		SURIGAO CITY	1	11	2,458	
		SURIGAO DEL NORTE	1	25	2,860	
		SURIGAO DEL SUR	1	53	6,077	
		<b>TOTAL</b>	<b>8</b>		<b>312</b>	<b>40,568</b>
	ARMM	BASILAN	1	25	5,389	Packed
		LANAO DEL SUR I	1	96	15,414	
		LANAO DEL SUR II	1	51	8,107	
		MAGUINDANAO	1	127	26,616	
		MARAWI CITY	1	39	10,676	
		SULU I	1	33	6,283	
		SULU II	1	18	3,014	
		TAWI TAWI	1	50	7,878	
		<b>TOTAL</b>	<b>8</b>		<b>439</b>	<b>83,378</b>
ILOCOS	CAR	ABRA	1	15	1,368	Packed
CALASIAO		APAYAO	1	15	1,211	
		BAGUIO CITY	1	34	5,688	
		BENGUET	1	40	3,675	
		IFUGAO	1	20	1,928	
		KALINGA	1	35	3,151	
		MT. PROVINCE	1	8	760	

		TOTAL		7		167		17,781	
FROM COLGATE	NCR	CALOOCAN CITY	1		48		27,675		
OR ACCESS		LAS PINAS CITY	1		20		11,953		
WAREHOUSE		MAKATI CITY	1		22		9,190		
done already		MALABON & NAVOTAS	1		33		15,702		
		MANDALUYONG CITY	1		11		5,447		
		MANILA	1		63		36,478		
		MARIKINA CITY	1		8		4,431		
		MUNTINLUPA CITY	1		15		8,314		
		PARANAQUE CITY	1		21		11,054		
		PASAY CITY	1		15		6,799		
		PASIG CITY AND SAN JUAN	1		26		13,784		
		QUEZON CITY	1		75		48,051		
		TAGUIG & PATEROS	1		20		12,890		
		VALENZUELA CITY	1		27		11,074		
		<b>TOTAL</b>		<b>14</b>		<b>404</b>		<b>222,843</b>	
		<b>GRAND TOTAL</b>		<b>184</b>		<b>10,762</b>		<b>1,755,750</b>	



## Enclosure No. 3 to DepED Memorandum No. 152, s. 2008

### ANNEX 3

#### **GUIDELINES FOR THE DELIVERY, ACCEPTANCE, AND REPORTING OF THE DISTRIBUTION OF ORAL HEALTH KITS**

Below are the guidelines to ensure the effective and efficient distribution of the oral health kits given by CPPI in line with the Bright Smiles, Bright Futures Program. These guidelines discuss the expected roles and responsibilities of different DepED offices. The required documentation for monitoring is also described in these guidelines.

##### Central Office

Lead: Adopt-A-School Program Secretariat

- disseminates information on the following through DepED memorandum:
  - a. About BSBF
  - b. Goods to be delivered
  - c. Schedule of delivery and arrival of goods
  - d. Process of delivery and pick up by schools
  - e. Control Forms to be accomplished
  - f. Incentive Program
- coordinates with region/division offices, civil society organizations, nongovernment offices, parents-teachers associations, local government units, and other community groups for the timely delivery/acceptance of dental kits by recipient schools
- conducts monitoring of the distribution through actual school visits
- gathers and consolidates control forms submitted by division offices

##### Regional Offices

Lead: Regional Director

ASP Coordinators

Regional Supervising Dentists

- ensures dissemination of information to division offices, districts, and elementary schools
- oversees and assists in the mobilization of division offices
- assists in the monitoring of distribution through actual school visits

##### Division Offices

Lead: Schools Division Superintendents

ASP Coordinators

Division Dentists in Charge or Nurse in Charge

- validates allocation lists and reports over or under allocation for each school.
- ensures extensive information dissemination to districts, schools, local civil society organizations, nongovernment offices, parents-teachers associations, local government units, and other community groups about this undertaking under the Bright Smiles, Bright Futures Program
- submits to central office official list of school heads authorized to receive delivery of dental kits, plus their contact details (mobile number, landline and address)
- receives schedule of delivery from the Central Office and prepares schedules on monitoring the distribution by schools and ensure that distribution are completed on allotted time
- mobilizes the division and district offices personnel to monitor and validate the delivery of dental kits to schools
- properly accomplishes control form 4
- reports defective or deficient deliveries upon detection or receipt
- facilitates accomplishment of control form 4 upon distribution of dental kits by schools