



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM

No. 1141, s. 2026

OCT 08 2026

**USE OF STANDARD REPORTING TOOLS FOR WEEKLY IRON FOLIC
ACID (WIFA) SUPPLEMENTATION**

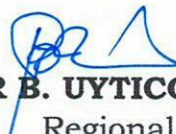
To: All Schools Division Superintendents
All Others Concerned

1. In reference to **Regional Memorandum No. 1108, s. 2026**, titled "**Guidelines on the Delivery of School Health Services for School Year 2026-2027**," this Office, through the Education Support Services Division (ESSD), prescribes the use of the attached reporting tools recommended by the Department of Health (DOH) for **Weekly Iron Folic Acid (WIFA) Supplementation** to ensure uniform recording, reporting, validation, and consolidation of program data.
2. The reporting tools are attached as enclosures to this Memorandum. Electronic copies may also be accessed through <https://tinyurl.com/fekete79>. The Excel version may be used for easier electronic encoding, while the PDF version may be used for printing and manual accomplishment. These tools consist of the following:
 - a) WIFA Supplementation Record;
 - b) Data on Enrolled Female Learners;
 - c) WIFA Supplementation Record; and
 - d) WIFA Monthly Consolidated Report.
3. The Schools Division Offices (SDOs), through their School Health and Nutrition personnel, shall facilitate the dissemination and proper utilization of the prescribed tools by all concerned schools. School-level records shall serve as the basis for the preparation, validation, and consolidation of reports.



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

4. The concerned SDO personnel shall coordinate with their respective **DOH** and **local health counterparts** regarding the reporting schedules, submission arrangements, and other related concerns.
5. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Reference: As Stated
Incl: As Stated
To be indicated in the Perpetual Index
under the following subjects:

HEALTH

PROGRAMS

STUDENTS

MMG/ESSD-RM/Use of Standard Reporting Tools for Weekly Iron Folic Acid (WIFA) Supplementation
___/September 7, 2026



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM

No. 1107, s. 2026

OCT 01 2026

**PARTICIPATION IN THE CAPACITY-BUILDING WORKSHOP ON
THE SCHOOL-BASED IMMUNIZATION (SBI) PROGRAM**

To: All Schools Division Superintendents
All Others Concerned

1. This Office, through the Education Support Services Division (ESSD), disseminates the enclosed communication from **Dr. Razel Nikka M. Hao, MBA, MSc**, Director IV, Negros Island Region Center for Health Development, regarding the conduct of the **"Capacity-Building Workshop on School-Based Immunization (SBI)"** on October 7, 9, and 16, 2026.

2. Anent this, below are the details of the activity:

Date	Venue	Schools Division Office	Participants
October 7, 2026	Royal Suite, Dumaguete City, Negros Oriental	- Bais City - Bayawan City - Dumaguete City - Guihulngan City - Negros Oriental - Siquijor - Tanjay	SBI Focal Persons or Medical Officer III.
October 9, 2026	Natures Village, Talisay City, Negros Occidental	- Bago City - Cadiz City - Canlaon City - Escalante City - Himamaylan City - Kabankalan City - La Carlota City - Negros Occidental - Sagay City - Silay City - San Carlos City - Sipalay City - Talisay City - Victorias City	SBI Focal Persons or Medical Officer III.
October 16, 2026	Corazon Locsin Montelibano Memorial Regional	Bacolod City	SBI Focal Persons or Medical Officer III.



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

	Hospital, Bacolod City, Negros Oriental		• School Heads of Public Elementary and Secondary Schools
--	---	--	---

3. The traveling and incidental expenses incurred in the participation shall be charged to any available local funds, subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.

RAMIR B. UYTICO EdD, CESO III
Regional Director

Reference: As Stated

Incl: As Stated

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

HEALTH

SCHOOLS

SJRM/ESSD/Capacity-Building Workshop on School-Based Immunization Program
____/September 30, 2026



Republic of the Philippines
DEPARTMENT OF HEALTH
Negros Island Region Center for Health Development



September 24, 2026

RAMIR B. UYTICO, EdD, CESO III
Regional Director
Department of Education- Negros Island Region

Dear **Dir. Uytico**,

In preparation for the upcoming implementation of the **School-Based Immunization (SBI) Program**, the DOH-NIR CHD will conduct a **Capacity-Building Workshop on School-Based Immunization** for the concerned Schools Division Offices (SDOs) of the Negros Island Region.

The activity aims to strengthen the capacity of DepEd and health personnel in the coordinated implementation of SBI, particularly on microplanning, school mobilization, demand generation and risk communication, coordination with parents and Parent-Teacher Associations (PTAs), immunization implementation, monitoring, and reporting.

The workshops are scheduled as follows:

Date	Area	Number of SDO
October 7, 2026	Royal Suite, Dumaguete City, Negros Oriental	10 SDO
October 9, 2026	Natures Village Talisay City, Negros Occidental	15 SDO
October 16, 2026	CLMMRH Bacolod City	5 SDO & School Head

In this regard, we respectfully request your support in facilitating and encouraging the participation of the concerned SDOs and their designated personnel in the said capacity-building workshops. The active participation of the SDOs is essential to ensure that the SBI implementation is properly coordinated from the regional, division, school, and community levels. The workshop will also provide an opportunity to align roles and responsibilities, identify implementation gaps, and establish practical strategies to strengthen school and parent engagement and demand generation for SBI.

For clarification and queries, your authorized representative may contact **Ms. Mary Grace N. Sayson**, Health Program Officer II, at **092669611412** or via email hpu@nir.doh.gov.ph cc: nirchd@nir.doh.gov.ph.

Sincerely,

HAZEL MIRKA M. HAO, MD-MBA, MSc, CESO III
Director IV
Negros Island Region Center for Health Development

Weekly Iron Folic Acid (WIFA) Supplementation Record
Academic Year 20__ - 20__

Region: _____
 Province/City: _____
 School Division Office: _____

Name of School: _____
 Grade Level: _____
 Section: _____

Name of Student	January				February				March				Total	Remarks
	Wk1	Wk2	Wk3	Wk4	Wk1	Wk2	Wk3	Wk4	Wk1	Wk2	Wk3	Wk4		
1.														
2.														
3.														
4.														
5.														
6.														
7.														
8.														
9.														
10.														

Prepared by: _____
 Date Prepared: _____

Weekly Iron Folic Acid (WIFA) Supplementation Record
Academic Year 20__ - 20__

Region: _____
Province/City: _____
School Division Office: _____

Name of School: _____
Grade Level: _____
Section: _____

Name of Student	July				August				September				Total	Remarks
	Wk1	Wk2	Wk3	Wk4	Wk1	Wk2	Wk3	Wk4	Wk1	Wk2	Wk3	Wk4		
1.														
2.														
3.														
4.														
5.														
6.														
7.														
8.														
9.														
10.														

Prepared by: _____
Date Prepared: _____

Weekly Iron Folic Acid (WIFA) Supplementation
Data on Enrolled Female Learners for the Month of _____
Academic Year 20__ - 20__

Region: _____
Province/City: _____
School Division Office: _____

NAME OF SCHOOL	ADDRESS	Enrolled Female Learners per Grade Level AY 2026 -2027						TOTAL ENROLLED	REMARKS
		7	8	9	10	11	12		
TOTAL									

Prepared by:
Date Prepared:

Weekly Iron Folic Acid (WIFA) Supplementation Report
Academic Year 20__ - 20__

Region: _____

Province/City: _____

School Division Office: _____

Month: _____

Week No: _____

Date of Supplementation : _____

NAME OF SCHOOL	Number of female learners given IFA Supplements							TOTAL ENROLLED	REMARKS
	7	8	9	10	11	12	Total		
TOTAL									

Prepared by:

Date Prepared:

Weekly Iron Folic Acid (WIFA) Supplementation
Consolidated Report for the Month of _____
Academic Year 20__ - 20__

Region: _____

Province/City: _____

School Division Office: _____

NAME OF SCHOOL	Total Number of Enrolled Female Learners from Grades 7-12	Number of female learners from Grade 7-12 given IFA Supplements					REMARKS
		Week 1	Week 2	Week 3	Week 4	Total	
TOTAL							

Prepared by: _____

Date Prepared: _____