



Republic of the Philippines

# Department of Education

REGION III – CENTRAL LUZON

SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

4 January 2024

## SCHOOLS DIVISION MEMORANDUM

No. 003,

s. 2024

### DISTRIBUTION OF HYGIENE KITS

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
All Public Elementary and Secondary Schoolheads  
All Others Concerned

1. The Schools Division Office (SDO) of Science City of Muñoz, through the School Health and Nutrition Section (SHN) under the School Governance and Operations Division (SGOD), in partnership with the Colgate Palmolive Philippines will distribute hygiene kits to kindergarten learners in public schools on January 4-18, 2024.
2. This activity aims to ensure the learners' oral health and promote proper and good oral hygiene.
3. The schoolheads are advised to distribute to their kindergarten learners the hygiene kits, fill out the school distribution and monitoring form, and submit activity completion reports to the SDO, attention to the SGOD Chief, Dr. Bernardo A. Gargabite, on or before January 31, 2024.
4. Attached to this Memorandum are the following:
  - Enclosure No. 1: Schedule of Distribution of Hygiene Kits
  - Enclosure No. 2: School Distribution and Monitoring Form
5. For queries, please contact Dr. Jayson V. Flores thru messenger or call 09437021088.
6. Immediate and wide dissemination of this Memorandum is earnestly desired.

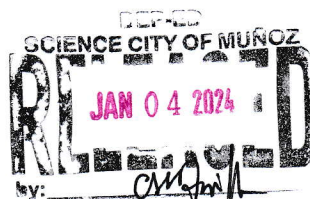
  
**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent

Encl: As stated  
Reference:

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

SCHOOL HEALTH NUTRITION  
HYGIENE KITS

JVF/ distribution of hygiene kits  
03/January04,2024



Address: Brgy. Rizal, Science City of Muñoz, 3119

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# Department of Education

REGION III – CENTRAL LUZON

SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 1 to the Schools Division Memorandum No. 003, s. 2024

## SCHEDULE OF DISTRIBUTION OF HYGIENE KITS

Date	Schools
January 4, 2024	Munoz North Central School Bical ES Munoz Central School Franza ES Gov. E. Joson ES
January 9, 2024	Rang-Ayan ES Linglingay ES Mangandingay ES Villa Isla ES Villa Santos ES
January 10, 2024	San Felipe ES Mapangpang ES Gabaldon IS Calisitan ES Pandalla ES
January 11, 2024	Palusapis ES Calabalabaan Ricardo Viola Adrianao San Antonio IS Gabaldon IS
January 16, 2024	Maligaya Curva ES Deped CLSU Licaong ES
January 17, 2024	Bagong Sicat ES Bantug ES Sapang Cauyan ES Villa Nati ES Villa Cuizon ES Magtanggol ES
January 18, 2024	San Andres ES Rizal ES Cabisuculan ES Catalanacan ES



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 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 2 to the Schools Division Memorandum No. 003, s. 2024

**SCHOOL DISTRIBUTION AND MONITORING FORM**

**SCHOOL DISTRIBUTION FORM** (To be Completed by School Head)

Doc Updated: July 2023



**BRIGHT SMILES, BRIGHT FUTURES PROGRAM**  
 An Oral Health Education Program (2023-2024)  
**SCHOOL DISTRIBUTION FORM TO BE FILLED AFTER DISTRIBUTION TO KINDERGARTEN LEARNERS**

BSBF Boxes Received From: \_\_\_\_\_

PLEASE PRINT Name & Position of DepEd Division representative who distributed goods

Name of Region and Division: \_\_\_\_\_

Date and Time Received: \_\_\_\_\_

Name of School: \_\_\_\_\_

School Address: \_\_\_\_\_

Name of Principal/School Head: \_\_\_\_\_

Landline / Mobile No.: \_\_\_\_\_

Email: \_\_\_\_\_

Total Number of Kinder Pupils in your school	TOOTHBRUSHES			TOOTHPASTES		
	QTY Indicated in the Box	QTY Received (Your Actual Count)	Number missing if any?	QTY Indicated in the Box	QTY Received (Your Actual Count)	Number missing if any?

- Witnessed and Signed by:

Name of Dentist: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please ensure that all details are fully completed. Once accomplished please scan and email to [bsbfphilippines@gmail.com](mailto:bsbfphilippines@gmail.com) and attach a photo (optional) for internal audit purposes. Email at [bsbfphilippines@gmail.com](mailto:bsbfphilippines@gmail.com) within one week after receipt of the BSBF BOXES. After submitting the documents through email, Hard copy must be submitted to Division Dentists for filing purposes.

**THANK YOU!!**

For inquiries / concerns please call BSBF Monitoring TEAM at 0966-2367381 FOR GLOBE / 0949-8154995 FOR SMART or email at [bsbfphilippines@gmail.com](mailto:bsbfphilippines@gmail.com)



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