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Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

DIVISION MEMORANDUM
No. 267 s. 2026

08 OCT 2026

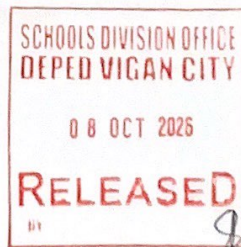
SCHEDULE OF MONITORING ON ADOLESCENT HUB WITHIN THE DIVISION

To: Assistant Schools Division Superintendent
Chief Education Supervisors-SGOD
School Heads of ISNHS, VNHSE, VNHSW and PIS
All Others Concerned

1. In reference to the letter from the Office of the Mayor dated October 5, 2026 regarding the conduct of the monitoring and assessment of school-based adolescent hubs within the division.
2. This activity is part of the preparation for Adolescent Health Friendly Accreditation ensuring that each hub meets the required standards for functionality and youth-friendliness.
3. The schedule of monitoring in schools are the following:

SCHOOL	DATE	TIME
Vigan National High School East	October 12, 2026	11:30 am -12:15nn
ViganNational High School West	October 22, 2026	11:30 am -12:15nn
Ilocos Sur National High School	October 27, 2026	9:15 am-10:00 am
Pantay Integrated School	October 20, 2026	10:00 am-10:45 am

4. Attached is the letter from the Office of the City Mayor for reference.
5. For queries, you may contact Ms Clara Nina A. Fernando, City Health Office personnel at 09914220153.
6. Immediate dissemination of this memorandum is desired.



for
VILMA D. EDA, CESO V
Schools Division Superintendent



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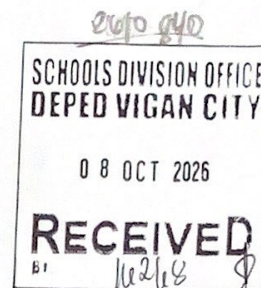


Republic of the Philippines
Province of Ilocos Sur
CITY OF VIGAN

OFFICE OF THE CITY MAYOR

October 5, 2026

MS. VILMA D. EDA, CESO V
Schools Division Superintendent
Vigan City



Dear **Superintendent Eda**:

Warm Greetings!

In line with our ongoing partnership to promote adolescent health and development, we would like to formally request your support and coordination in the upcoming monitoring and assessment of school-based adolescent hubs within your division.

This activity is part of the preparation for Adolescent Health Friendly Facility Accreditation, ensuring that each hub meets the required standards for functionality and youth-friendliness.

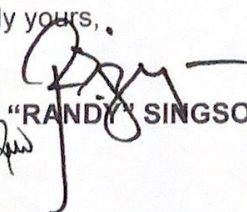
Below is the proposed schedule of monitoring.

School	Date	Time
Vigan National High School East	October 12, 2026	11:30 AM – 12:15 NN
Vigan National High School West	October 22, 2026	11:30 AM – 12:15 NN
Ilocos Sur National High School	October 27, 2026	9:15 AM – 10:00 AM
Pantay Integrated School	October 20, 2026	10:00 AM – 10:45 AM

We hope you find the proposed schedule favorable. However, if adjustments are needed, we are happy to coordinate and follow your preferred availability. **Ms. Clara Niña A. Fernando** (0991 4220153) will closely coordinate with your office regarding this matter.

We look forward to your continued support!

Respectfully yours,


RANDOLF "RANDY" SINGSON
City Mayor

/CHO
/LFAR
/CNF

"PUBLIC SERVICE ABOVE SELF"

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vigancity.gov.ph • admin@vigancity.gov.ph



Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY



Monitoring Tool 1. Facility Observation Checklist

Region: _____

Province: _____

Municipality: _____

Level 1 Health Facility

Adolescents in the catchment area of the facility are aware about the health services it provides and find the health facility easy to reach and to obtain services from it.

Item	Self Assessment		Assessment Team		Recommendations
	YES	NO	YES	NO	
Welcome Signage					
Schedule of Clinic Hours (Day and Time)					
Health Services are provided	Specify: _____ _____ _____ _____ _____		Specify: _____ _____ _____ _____ _____		
Clinical Guidelines in the provision of Adolescent- Friendly Health Services					
Registration logbook containing the list of clients who consulted and were given services					
List of services provided by the facility					
There is a designated person with access to the records.					
There is a designated room/space for client – provider interaction with chairs, tables, well ventilated and well lighted					

Monitoring Team: _____

Date and Time of Monitoring: _____

ALL FOR HEALTH
TOWARDS
HEALTH FOR ALL