

## **Central Luzon Regional Nutrition Committee**

### **Guidelines on the Biggest Loser Contest among Government Employees of Central Luzon “Be Fit and Stronger Challenge”**

#### **Background**

In the 21 February 2017 meeting of the NNC Governing Board (GB), discussions related to the approval of the Philippine Plan of Action for Nutrition (PPAN) 2017-2022 included a recommendation to provide nutrition services to government workers considering the need to also improve their nutritional status to contribute to efficiency of the bureaucracy. The recommendation is supported with findings from the 7<sup>th</sup> and 8<sup>th</sup> National Nutrition Surveys of the Food and Nutrition Research Institute-Department of Science and Technology (FNRI-DOST) that adults particularly officials, professionals and clerks (in both public and private sector) have the poorest nutrition and health status when compared to other occupational groups. The prevalence of overweight and obesity among officials at 49.6% is way higher than the national prevalence among adults at 31.1%. Officials had the highest prevalence for hypertension, high blood glucose and hypercholesterolemia. About half of the officials had low physical activity, a risk factor together with unhealthy diets for non-communicable diseases.

On 21 June 2018 NNC GB approved Resolution No. 4 Series 2018: Adopting the Policy Statement on Nutrition Programs for Government Workers to be consistent with the PPAN 2017-2022, and existing national policies and programs such as the *Pilipinas Go 4* Health program, National Occupational Health and Safety Policy Framework (DOLE-DOH-CSC Joint Administrative Order 2017-001 dated 13 February 2017).

The Central Luzon Regional Nutrition Committee supports the National Nutrition Council's (NNC) policy statement on the Nutrition Program for Government Workers as it approved the RNC Resolution No. 2, series of 2019 entitled “Adopting the Policy Statement on Nutrition Programs for Government Workers” during its 1<sup>st</sup> Quarter Meeting on 9 January 2019.

The high percentage of overweight and obese government workforce in the region can affect the health and productivity as it increases the risk for non-communicable diseases (NCD) and premature deaths. This preventive strategy must be adopted and or strengthened by government offices to prevent rapid increase of overweight and obesity among employees.

Research has also shown that promoting health in the workplace provides benefits both to the employees and to the organization which include increased productivity and reduced absenteeism, enhanced self-esteem and improved morale, lower healthcare cost and improved positive image of the employer organization.

In 2010, the Department of Health Regional Office III spearheaded the Greatest Loser Contest in its continuous effort to institutionalize healthy lifestyle in various public and

private organization. The contest aimed to promote healthy lifestyle, promote fitness and encourage every participant to make positive changes concerning their health and eventually lose weight. The contest was conceptualized and initiated by Dr. Rio Magpantay, former DOH-RO III Regional Director, in collaboration with Central Luzon Association of Regional Officers (CLARO).

During the Second Quarter meeting of the Central Luzon Regional Nutrition Committee (CL RNC) on 26 July 2019, Dr. Cesar C. Cassion, Regional Director of DOH Central Luzon Center for Health Development (CL CHD) and Chair of the Central Luzon Regional Nutrition Committee, together with RD William L. Beltran of the Philippine Information Agency-Regional Office III and other RNC-member agencies who were present expressed the need to revive the Greatest Loser Contest in 2010 to address the increasing prevalence of overweight and obesity among government employees in Central Luzon. The project is consistent with the RNC Resolution No. 2 Series of 2019 entitled “Adopting the Policy Statement on Nutrition Programs for Government Workers” approved on 9 January 2019.

The project, entitled “*Be Fit and Stronger Challenge Contest*” will be spearheaded by the DOH RD Cesar C. Cassion as Chair of the CL RNC, in partnership with the Jose B. Lingad Memorial Regional Hospital (JBLMRH) and Central Luzon Association of Regional Nutrition Officers (CLARO). The NNC-Region III will provide technical support as the secretariat of the project.

#### **Goal and Objectives:**

**Goal:** A more healthy and productive government employees in Central Luzon Region

**General Objective:** Reduce prevalence of overnutrition among government employees in Central Luzon Region

#### **Specific Objectives:**

1. Conduct regular assessment of nutritional status (waist circumference and waist-hip ratio) to monitor weight increase or reduction and record of risk to non-communicable diseases as basis for additional interventions;
2. Promote serving of healthy food and beverages in canteens, during on-site and off-site meetings, seminars, events and other activities;
3. At least 10% of contestants who are overweight and obese will achieve their normal weight by the end of 175 days.
4. At least 50% government agencies adopted the weight management program and contribute to the global NCD target for 2025 of 10% relative weight reduction in the prevalence of insufficient physical activity.

## CONTEST MECHANICS

### Preliminary/Preparatory Phase

1. **Qualifications.** *Who are qualified to join?*
  - a. Bonafide government employee, with permanent status of employment;
  - b. Male and female, 20 years and above;
  - c. Employee with excess body weight of 20% or more than his or her ideal body weight; and
  - d. Willing to undergo weight reduction for 6 months in 2020. The prescribed weight reduction is 1 to 2 pounds (lbs) per week.

2. **Registration.** *How to register?*
  - a. Participating agency to submit a letter of intent and accomplished registration form (containing the names of staff who will join the contest) to the National Nutrition Council as the secretariat of the “*Be Fit and Stronger Challenge Contest.*”

**Attachment 1** – Letter of Intent of Agency with existing Weight Management Plan

**Attachment 2** – Letter of Intent of Agency without Weight Management Plan

**Attachment 3** – Registration Form

- b. Participating agency will pay a registration fee of PhP5,000.00 for every employee/participant who will join the contest. This amount will be used to defray the cost of the two (2) rounds (start and end of the contest) of laboratory examination, which will be done at the JBLMRH, and kit consisting of a pouch bag, pedometer, towelette, notebook, pen, t-shirts and water jag. The NNC-Region III shall issue an official receipt as a proof that payment has been made by the participating agency.

### 3. Identification of a Project Head and Project Coordinator

- a. The regional director or head of the participating agency is encouraged to join the contest for him or her to serve as the *Project Head*.
  - b. The agency may also assign a *Project Coordinator* who will be tasked to manage and organize the agency’s Weight Management Plan for CY 2020-2021 or onwards.

**Attachment 4** – Sample Weight Management Plan.

- c. The *Project Coordinator* will also serve as the “*Weight Reduction Buddy*” of the contest- participant/s. The Registered Nutritionist-Dietitian (RND) of the DOH shall orient her or him on the proper measurements of weight, height and waist-hip ratio so she or he can assist in the measurement and recording of the monthly monitoring of nutritional status of the agency-participant/s.

#### 4. Initial screening

- a. Initial screening of weight, height and blood pressure shall be done by the *Project Coordinator* to determine who will qualify to join the contest.
- b. The Registered Nutritionist-Dietitian (RND) of DOH shall validate the measurements of weight and height and blood pressure of qualified participants prior to referral to JBLMRH for physical and laboratory examination.

5. **Final list of participants.** The RND of DOH shall submit to NNC the final list of qualified participants for documentation purposes and submission to JBLMRH. The NNC shall also remit to JBLMRH payment for laboratory and physical examination and distribute the “*Be Fit and Stronger Challenge*” kit to qualified participants.

### CONTEST PROPER

#### 6. Physical and Laboratory Examination

- a. **First Round.** At the start of the contest, screened participants will be referred to JBLMRH laboratory division for blood chemistry (HDL, Potassium, LDL, Cholesterol, FBS, BUN, Creatinine, SGPT, SGOT, Sodium), X-ray, ECG, and doctor of Internal Medicine for physical examination.
- b. **Second Round.** Before the end of 6-months, participants will be required again to undergo another round of blood chemistry, X-ray, ECG and physical examination. Results of the first round of screening will be compared with the results of the second round of physical and laboratory examination.

#### 7. Diet Counselling, Physical Exercise and Weight Reduction

- a. The RND of DOH shall be the official and sole diet counsellor to ensure that standard information is provided to all participants.
- b. Each participant will be individually counselled on what foods are allowed to be eaten or avoided. The total amount of food to be eaten will be based on the physical activity and the present nutritional status of the participant. A reduction of 500-1000 kilo/calories (kcal) will be based on the capability and ability of each participant. Note that a 500 kcal diet reduction will reduce one pound per week. **Use of synthetic or artificial weight reduction regimen is disallowed.**
- c. Participants will be required to exercise at least 30 minutes to 1 hour daily, three times a week. In case of plateau of weight, the participant should consult the RDN for diet re-computation and modification.

#### **8. Recording and monitoring of weights.**

- a. *Daily recording.* The participant will be required to record his/her physical activities daily, including the 10,000 to 15,000 steps he/she makes daily, using a pedometer.
- b. *Weekly monitoring.* The participant shall record his or her blood pressure weekly and record it in the notebook provided.
- c. *Monthly monitoring.* The participant shall also monitor his or her monthly weight every first Monday of the month.

The monitoring of weight and blood pressure should be consistently done until the end of the challenge. Regional agencies are encouraged to procure beam balance scale (e.g. Detecto) to be used in the assessment and weight monitoring of their employees.

#### **9. Consultative meetings and continuing nutrition and health education**

- a. During the duration of the challenge, from February to August 2020, the DOH and NNC shall organize and spearhead a once a month, half day consultative meeting and/or advocacy meeting to support, motivate and inspire the participants to continue with the challenge and sustain the behaviour. This will be coordinated by the “Be Fit and Stronger Challenge” Core Group with the PC/TL.
- b. Each half-day consultative and/or advocacy meeting shall include lecture on healthy lifestyle, healthy diet, maintaining ideal body weight, healthy way of reducing weight, among others; nutrition counselling; open forum or free discussions; distribution of nutrition information education and communication materials and other freebie items from sponsors e.g. healthy snacks of boiled corn, peanuts, brown rice, organically grown veggies, seeds and seedlings of fruits and vegetables, etc. and zumba exercise or other form of physical activities e.g. taichi, boxing.

### **CONCLUDING PHASE**

#### **10. Evaluation.**

Records of participant/s’ weekly blood pressure, monthly weight monitoring, and the number of days they used the pedometer will be checked. Results of the second round laboratory tests will also be checked to determine presence of abnormalities and health progress.

- 11. Determination of the “Fit and Stronger Challenge” winners.** Participants will be fairly judged based on the following criteria:

Indicator	Weighted Score (%)	Remarks
1. Physical Check-up	15	Performed for 6 months
2. Laboratory findings/results	20	Recorded before and after the challenge
3. Blood pressure monitoring	10	Must have 25 entries from weekly monitor
4. Weight reduction	25	Will be strictly observed for 25 weeks
5. Physical activities	20	As measured by pedometer; participant must have a record of daily steps for 175 days
6. Endurance and strength	10	Performance during the endurance and strength challenge during the culminating event
Total	100	

## CONTEST DURATION

12. The challenge will run from 22 February to 14 August 2020, for a total of 175 *challenging but fruitful days* for both the participants and the organizers.

The organizers and core group members may also join the challenge – for fun and to become fitter, healthier, well-nourished, stronger and happy individuals.

## LAUNCHING AND CULMINATING ACTIVITIES

### 13. *Launching Activity.*

- a. The “*Be Fit and Stronger Challenge*” Contest will be launched on **17 February 2020** in a fitting occasion, in a venue still to be identified by the secretariat.
- b. DOH RD Cesar C. Cassion as Chair of the CL Regional Nutrition Committee, DOST RD Julius Cesar Sicat as CLARO President, Dr. Monserrat S. Chichioco as Medical Center Chief of JBLMRH, PIA RD William Beltran, DOH RND Margarita S. Natividad and NNC NPC Ana Maria B. Rosaldo as CL RNC Secretariat and NNC NO III Angelita M. Pasos as BFS Challenge Project Leader shall grace the launching activity.
- c. During the launch, mechanics of the BFSC contest will be presented and a video of the Food and Nutrition Research Institute of the Department of Science and Technology’s Corporate Wellness Program will be shown to encourage agencies to establish their own wellness program and distribution of *Pinggang Pinoy* brochures.

### 14. *Culminating Activity*

- a. The Culminating Activity will be held on **28 August 2020** in a fitting ceremony and in a venue still to be identified by the secretariat, preferably in an open field to test the

strength and endurance of the participants after the 6-month challenge. Hence, the contest title *“Be Fit and Stronger Challenge”*.

- b. A short program will be staged and graced by DOH RD Cesar C. Cassion as Chair of the CL Regional Nutrition Committee, DOST RD Julius Cesar Sicat as CLARO President, Dr. Monserrat S. Chichioco as Medical Center Chief of JBLMRH, PIA RD William Beltran, DOH RND Margarita S. Natividad and NNC NPC Ana Maria B. Rosaldo as CL RNC Secretariat and NNC NO III Angelita M. Pasos as BFS Challenge Project Leader.

#### **CONTEST PRIZE**

A total of **Php60,000.00** in cash, with Certificates of Participation awaits the winners as follows:

<b>Category</b>	<b>Prize</b>	<b>Remarks</b>
3 <sup>rd</sup> Place	<b>Php10,000.00</b>	To be awarded on 28 August 2020
2 <sup>nd</sup> Place	<b>Php20,000.00</b>	To be awarded on 28 August 2020
1 <sup>st</sup> Place	<b>Php30,000.00</b>	To be awarded on 28 August 2020

## **ADDENDUM**

### **Guidelines on the Biggest Loser Contest among Government Employees of Central Luzon Awards and Incentives for the Agency**

A recommendation during the Third Quarter CL RNC Meeting on 20 November 2019 was to have two (2) categories of awards for the Biggest Loser Contest, (now entitled "*Be fit and Stronger Challenge*") – individual category and agency category.

The objective is for the agency to provide support and to motivate their participating employees to continue with their weight management program.

The Central Luzon RNC shall evaluate the performance of the agencies based on their Weight Management Plan. The first round of evaluation shall cover the initial 6 months of the "*Be Fit and Stronger Challenge*" contest, February to August 2020; while the second round of evaluation will be held after four (4) months (September to January 2021) for helping their participants sustain the practice and for maintaining their weight management project.

There will be two categories of awards:

**1. Agency category:**

- a. Agency with the Best Healthy Lifestyle Program
- b. Agency with the Highest percent reduction on Identified indicators

**2. Individual/Employee category:**

- a. Employee/s with improved nutritional status from Overweight/Obese to Normal
- b. Employee/s with improved nutritional status from Underweight to Normal
- c. Employee/s with the highest reduction in Waist Circumference
- d. Employee/s with the highest reduction in Weight

### **Awards and Incentives**

The CL RNC through the NNC-Region III will conduct resource generation activities to raise funds for the awards. Awards could be in the form of gift certificates for free use or free session from a fitness center or beauty products for the individual category; while a set of fitness equipment for the agency category.

### **Mechanics:**

1. Participating agencies shall submit their weight management plan to NNC-Region III on or before 28 February 2020 for presentation during the First Quarter CL RNC Meeting on 20 March 2020.
2. Performance of agencies with weight management plan shall be evaluated based on the submission of their accomplishment reports.
  - a. Accomplishments of the agency from February to August 2020 shall be submitted on or before 4 September 2020. The Regional Technical Working Group for Nutrition



(RTWGN) shall evaluate the performance of the agencies to select the winners. Results of the first round of evaluation will be presented during the 3<sup>rd</sup> Quarter CL RNC meeting on 25 September 2020.

- b. Accomplishments of the agency from September to December 2020 shall be submitted on or before 8 January 2020. The second round of evaluation shall be conducted by the RTWGN on 15 January 2020. Results of the second round of evaluation shall be presented during the 1<sup>st</sup> Quarter CL RNC meeting on 22 January 2021.
3. Each agency will be responsible in the conduct of regular monitoring of the progress of their 2020 Weight Management Plan. Forms to be used for this purpose are Attachments 4 and 5. Regional agencies are encouraged to procure beam balance scale (e.g. Detecto) to be used in the assessment and weight monitoring of their employees.

**Attachment 4 – Sample Weight Management Plan.**

**Attachment 5 – Reporting Form No. 1 Monthly Recording of the Nutritional Status of Employees**

The following indicators will be used to assess the performance of the participating individual and agency:

*Agency category*

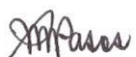
- a. Number and percent of employees with improved weight, particularly achievement of the ideal body weight
- b. Number and percent of employees with improved waist circumference
- c. Number and percent of employees with improved waist-hip ratio
- d. Number and percent of agencies with proactive weight management plan for CY 2020 and 2021

*Individual category*

- a. Improved weight from Overweight or Obese to Normal
- b. Improved Waist circumference
- c. Improved Waist-Hip ratio

Prepared by:

Noted by:

  
**ANGELITA M. PASOS, RND**  
Nutrition Officer III  
NNC-Region III

  
**ANA MARIA B. ROSALDO, RND, MPS**  
Regional Nutrition Program Coordinator  
NNC-Region III

Approved:

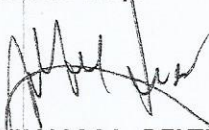


**DR. CESAR C. CASSION, MPH, CESO IV**

Chairman, Central Luzon Regional Nutrition Committee

Director IV, DOH-Central Luzon Center for Health Development

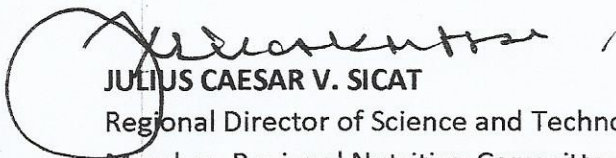
Attested by:



**WILLIAM L. BELTRAN**

Member, Regional Nutrition Committee

Regional Director of Philippine Information Agency



**JULIUS CAESAR V. SICAT**

Regional Director of Science and Technology

Member, Regional Nutrition Committee

President, Central Luzon Association of Regional Officers



**CONFORME:**



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**NICOLAS T. CAPULONG**

Regional Director of Education  
Member, Regional Nutrition Committee



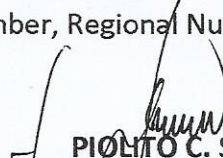
**MARITES M. MARISTELA**

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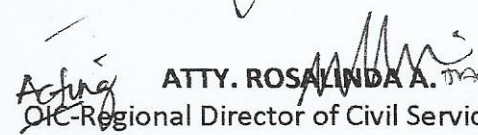
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**JORDAN DONATO B. ILUSTRE**

President, Central Luzon Advocates and Regional  
Nutrition Information Network  
Member, Regional Nutrition Committee

**Sample Letter of Intent of Agencies (with existing Weight Management Plan)**

Date

**DR. CESAR C. CASSION, MPH, CESO IV**

Regional Director IV

Department of Health Central Luzon Center for Health Development

Chair, CL Regional Nutrition Committee

Regional Government Center, Maimpis

City of San Fernando, Pampanga

Dear **Director Cassion** (addressed to the Chairperson of the RNC)

This is to signify our interest to participate in the weight management project initiated by the Central Luzon Regional Nutrition Committee, entitled “Be Fit and Stronger Challenge” contest. As participant of this regional activity, we wish to enroll our weight management program (indicate the title of the program, if any,) and commit on the following:

1. Measure the Weight, Waist Circumference and Waist-Hip ratio of our participating employees for the month of February 2020, as our baseline data;
2. Submit our agency Weight Management Plan for CY 2020;
3. Submit an accomplishment report based on our agency weight management plan (see Attachment 1 – Sample Weight Management Plan/Healthy Lifestyle Program)
4. Participate in the search for outstanding performers

Attached is the list of participant/s from our agency with the corresponding information based on the “*Be Fit and Stronger Challenge*” guidelines.

Thank you.

Very truly yours,

Director/Regional Agency Head

**Sample Letter of Intent of Agencies (without existing Healthy Lifestyle Program yet)**

Date

**DR. CESAR C. CASSION, MPH, CESO IV**

Regional Director IV

Department of Health Central Luzon Center for Health Development

Chair, CL Regional Nutrition Committee

Regional Government Center, Maimpis

City of San Fernando, Pampanga

Dear **Director Cassion**: (addressed to the Chairperson of the RNC)

This is to signify our interest to participate in the weight management project initiated by the Central Luzon Regional Nutrition Committee (RNC) of Central Luzon, entitled “Be Fit and Stronger Challenge” contest. As participant of this regional activity, we commit to undertake the following:

1. formulate and implement a weight management program for our agency in accordance to the Central Luzon Regional Nutrition Committee Resolution No. 2. Series of 2019;
2. Measure the Weight, Waist Circumference and Waist-Hip ratio of our participating employees for the month of February 2020, as our baseline data;
3. Submit an accomplishment report based on our agency weight management plan (see Attachment 1 – Sample Weight Management Plan/Healthy Lifestyle Program); and
4. Participate in the search for outstanding performers

Attached is the list of participant/s from our agency with the corresponding information based on the “*Be Fit and Stronger Challenge*” guidelines.

Thank you.

Very truly yours,

Director/Regional Agency Head

***“Be Fit and Stronger Challenge”***  
 A project of Central Luzon Regional Nutrition Committee  
 CY 2020-2021

Registration Form

Agency: \_\_\_\_\_

Name of Staff*	Date of weighing	Age	Sex	Baseline Data				Waist-Hip Ratio (WHR)		
				Weight (kg.)	Height (cm)	Blood Pressure		Waist Circumference	Hip Circumference	WHR

\*Agency may use code name of staff

Prepared by:

Approved:

\_\_\_\_\_  
 Name, Position and Signature  
 Project Coordinator/Team Leader

\_\_\_\_\_  
 Name and Signature  
 Director/Regional Agency Head

# Sample Weight Management Plan/Healthy Lifestyle Program

\_\_\_\_\_ (NAME OF AGENCY/ORGANIZATION)  
 WEIGHT MANAGEMENT PROJECT PLAN CY 2020-2021

Goal: \_\_\_\_\_

Objectives:

1. Reduce prevalence of overweight and obesity among employees from 50% in August 2020 to 10% in December 2021. (Could either be in number or prevalence)
2. Improve the nutritional status of employees from Chronic Energy Deficiency (CED) to normal. (For agencies with staff who have CED or are underweight)

Activities	Target	Person/Unit Responsible	Schedule	Resource Requirement	Source of Fund*
<b>PREPARATORY ACTIVITIES</b>					
Procurement of beam balance and measuring tape	1 beam balance and 2 measuring tapes	General Services Section or Procurement Unit	February 2020	Beam balance – PhP20,000 Measuring tapes – PhP30.00	
Attendance to weight management forum and orientation on how to take and record anthropometric measurements	2 representatives to attend	Participants and Project Coordinator	February 2020 as scheduled by NNC		
Conduct Baseline Nutrition Assessment	100% of employees (permanent and non-permanent)	Participants and Project Coordinator	February 2020		
<b>WEIGHT MANAGEMENT ACTIVITIES</b>					
<b>A. Dietary Modification</b>					
1. Diet counselling	All overweight/obese or with CED employees	DOH RND Margarita S. Natividad	February to August 2020		
2. Promote serving of healthy food options in the office cafeteria (e.g. ban selling of soft-drinks and <i>chichiria</i> or limit selling of unhealthy foods by specifying certain days of the week which it can be sold;	One (1) office memo on the promotion of serving healthy food in the canteen	Human Resource Division	February to August 2020  September to December 2021		

Page 1 of 3 pages



Activities	Target	Person/Unit Responsible	Schedule	Resource Requirement	Source of Fund*
3. Serving of healthier food options like increasing fruits, vegetable viand options, serving of brown rice, textured vegetable protein in an environment-friendly container.  (Can be done thru office policy, inclusion in the contract of the canteen concessioner, advocacy to the canteen owner)	Canteens and meal suppliers during meetings/office activities	Canteen manager/ concessionaire	February to December 2021		
4. Serving of healthier snack/meal options during meetings (e.g. No serving of soft-drinks, serving of fruits as dessert/snacks, etc.), in an environment-friendly container. Can be done thru office policy					
<b>B. Promotion of Physical Activity</b>					
1. Conduct of sports activities	1 sports activity		June 2020 - December 2021		
2. Conduct of <i>hataw</i> or physical exercise (with invited instructors/ play <i>hataw</i> video exercises)	1 <i>hataw</i> / physical exercise per week @ not less than 30 minutes		August 2020 - December 2021		
3. Designation of an area for walking/conduct of physical activity			February 2020 onwards		
4. Installation/design of a workout/fitness room/space with equipment			August 2020	Work out equipment	
<b>C. Education on Health and Nutrition (Behaviour change)</b>					
1. Provision of hand-outs/education materials on physical fitness programs and nutrition.			March to August 2020		

Activities	Target	Person/Unit Responsible	Schedule	Resource Requirement	Source of Fund*
2. Conduct of lectures for employees on healthy diets, and other related topics	2 lectures		March to December 2020		
3. Cooking of food preparation demonstrations focusing on special diets	1 cooking demo				
<b>D. Monitoring and Evaluation</b>					
1. Conduct of regular monitoring			Monthly (every first Monday of the month) (March-August and onwards)		
2. Gathering of ending data among participants (weight, height, waist circumference, and hip circumference).			2 <sup>nd</sup> week of July 2020 and 2021		
3. Preparation and submission of year-end report			August 2 <sup>nd</sup> week		
4. Participation in the search for outstanding performers.			As scheduled by the search committee		

Page 3 of 3 pages

\*Possible source of fund: GAD fund or other funds of the Agency

**Note:** Activities for the three components of a healthy weight management program, such as 1) Dietary modification; 2) Physical activity; 3) Education/behavioural modification) should be present in the plan.

***“Be Fit and Stronger Challenge”***  
A project of the Regional Nutrition Committee  
CY 2020-2021

***Reporting Form No. 1. Nutritional Status of Employees (Monthly Data)***

Agency: \_\_\_\_\_

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

Name of Staff *	Sex	Age	Month: _____, 2020						
			Specify Date Taken:				Waist-Hip Ratio (WHR)		
			Weight (kg.)	Height (cm)	Blood Pressure	Pedometer Reading	Waist Circumference	Hip Circumference	WHR

\*Agency may use code name of staff

Prepared by:

Approved:

\_\_\_\_\_  
Name, Position and Signature  
Project Coordinator/Team Leader

\_\_\_\_\_  
Name and Signature  
Director/Regional Agency Head

