



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

November 14, 2024

DIVISIONAL MEMORANDUM

No. 340 s. 2024

**CONDUCT OF THE DIVISIONAL PROGRESS MONITORING
ON SCHOOL-BASED FEEDING PROGRAM (SBFP)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors (SGOD and CID)
Public Elementary School Heads
Concerned Personnel
This Division

1. In reference to DepEd Order No. 31, s. 2021 on School-Based Feeding Program Monitoring, this Office through the School Health Section informs the 48 SBFP implementing schools on the Conduct of the Divisional Progress Monitoring on School-Based Feeding Program (SBFP) at Be Palace Hotel, Ozamiz City on November 21-22, 2024, from 8:00 a.m. to 5:00 p.m.
2. The activity aims to monitor the implementation of the program for the 2023 and 2024 school years, review current reports and data, identify and address any policy or operational issues, evaluate the financial status, and offer any necessary technical support.
3. Additionally, the aforementioned activity is intended to foster support for the program among all key implementers. The SBFP documentation submitted for SY 2023-2024 shall be validated and reviewed by the designated validators according to the established criteria. SBFP documents for SY 2024-2025 shall still be validated and reviewed to ensure accuracy and completeness. See Attachment A for the Program of Activities and Attachment B for the tool for guidance.
4. Participants in the indicated activity are split into two batches and are requested to bring all required SBFP documents for School Years 2023 and 2024 for validation. Refer to Attachment C for the list of participants, along with the designated validators, for your reference.
5. Meals and snacks for school and division officials and incidental expenses shall be charged against School-Based Feeding Program (SBFP) Funds subject to the usual accounting, auditing, auditing rules and procedures.



Address: IBJT Compound, Carangan, Ozamiz City
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Telefax: (088) 545-09-90
Email Address: ozamiz.city@deped.gov.ph



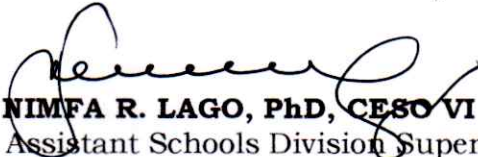
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6. For clarifications or inquiries, contact Salome T. Villa, Division SBFP Coordinator at (+63) 920-484-3545.

7. Immediate dissemination of this Memorandum to all concerned is enjoined.


NIMFA R. LAGO, PhD, CESO VI
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

Encl.: As Stated
Reference: RM No. 0727, s. 2024
To be indicated in the Perpetual Index
under the following subjects:

HEALTH MONITORING POLICY LEARNERS PROGRAM SCHOOLS

stv/DM Conduct of the Divisional Progress Monitoring on School-Based Feeding
School-Based Feeding Program (SBFP)
_____ November 14, 2024



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Attachment A of Divisional Memorandum No. _____, s. 2024

PROGRAM OF ACTIVITIES

**CONDUCT OF DIVISIONAL PROGRESS MONITORING
ON SCHOOL-BASED FEEDING PROGRAM (SBFP)**

Be Palace Hotel, Ozamiz City

November 21-22, 2024

8:00a.m. – 5:00p.m.

DATE/TIME	ACTIVITY	PERSONS INVOLVED
DAY 1 November 21 and 22, 2024, Thursday and Friday 7:30a.m- 8:15a.m	Arrival and Settling-in Registration Part I Opening Program <ul style="list-style-type: none">- Prayer- Makabayan Song- Welcome Remarks and Statement of Rationale- Recognition of Participants- Message <ul style="list-style-type: none">- Levelling of Expectations- Houe Rules	Secretariat
8:15a.m- 9:00a.m	Updates on SBFP and FY 2025- 2026 Implementation Plan <ul style="list-style-type: none">- <i>Guidelines on the SBFP</i>- <i>Milk and NFP Technical Specifications</i>- <i>Finalization of Milk Supply Delivery for FY 2024</i> Presentation of Criteria <ul style="list-style-type: none">- Search for Best SBFP Implementer SY 2023-2024	Salome T. Villa Division SBFP Coordinator



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9:00a.m – 12:00noon	Nutrition Sensitive Program - WinS, Integrated School Nutrition Model (<i>ISNM</i>), Gulayan sa Paaralan (<i>GPP</i>) Nutrition Break Part II - Program Performance Validation	Mario Christino D. Lumantas Nurse II Participating schools with designated validators
12:00noon- 1:00p.m.	LUNCH	
1:00p.m – 5:00p.m.	Presentation of Findings, Results, and Recommendations - NFP and Milk Issues and Concerns for SBFP Implementation - Open Forum Nutrition Break - Wrap-up/Agreements Closing Program	Anthony P. Marollano SEPS Moderator Secretariat



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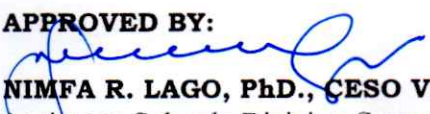
**Evaluation Tool for the Search for Best School Implementer of the School-Based Feeding Program (SBFP)
SDO Level/SY 2023-2024**

	Points	Score
1 Percentage of actual beneficiaries served versus the target beneficiaries	10	
10 points if 100% beneficiaries were served with NFP and milk		
8 points if at least 90% beneficiaries were served with NFP and milk		
6 points if at least 70-89% beneficiaries were served with NFP and milk		
		10
2 Prompt implementation of the program	5	
5 points if the program was implemented on schedule.		
4 points or below if the program was implemented behind schedule.		
		5
3 Compliance to guidelines	5	
1 point each if complied		
Creation of SBFP Core Group	1	
Orientation for Implementers conducted	1	
Compliance to the minimum health requirements	1	
Food safety standards followed	1	
Orderly distribution of food commodities	1	
		5
4 Presence & Completeness of the following forms:	14	
2 points for every form properly-filled-up and updated		
1 point only if filled-up but not complete and updated		
Cycle Menu (<i>following the approved menu-SDO</i>)	2	
SBFP Form 1&2	2	
SBFP Form 3&4	2	
SBFP Form 5	1	
SBFP Form 6	1	
SBFP Form 7&8	1	
SBFP Form 11	1	
Progress Monitoring Report		14
5 Prompt submission of Liquidation Reports - SDO Procured FY 2023	10	
10 points if liquidation is on-time and at least 75% of cash advance		
8 points if liquidation of at least 75% of cash advance but not on-time		
8 points if on-time liquidation but not 75% of cash advance		
		10
Alternate Question if Procurement was done at SDO level:		
10 points if suppliers were fully-paid within a month	10	10
8 points if suppliers were fully- paid in more than one (1) month		
6 points if suppliers were fully- paid in more than two(2) months		
6 Prompt submission of Program Terminal Report (PTR)	10	
10 points if the PTR was submitted complete and on-time		
8 points or less if the PTR was submitted late and incomplete		
		10
7 Documentation of innovations or good practices developed	5	
5 points if innovations or good practices developed were recorded and documented		
4 points or less if innovations or good practices were developed but not documented		
		5

8	Involvement/support of parents & community	5	
	5 points if the involvement/support of parents & community are recorded and documented		
	4 points or less if there is involvement/support of parents & community but not documented		5
9	Conduct of advocacy and social/resource mobilization activities	5	
	5 points if advocacy and social/resource mobilization activities were recorded and documented		
	4 points or less if advocacy and social/resource mobilization activities were conducted but not documented		5
10	Coordination with the barangay/partner for the safe distribution of food commodities	6	
	6 points if coordinated with & supported by the barangay/partner		
	3 point if coordinated with the barangay/partner but was not supported		6
11	Result of interview with parents	15	
	15 points if all respondents gave positive feedback from the interview		
	10 points or less if not all respondents gave positive feedback from the interview (Must be supported with pictures and videos from parents and beneficiaries)		15
12	Impression on the video interview of the SBFP School Feeding Coordinator	10	
	10 points if the School Feeding Coordinator provided complete and sincere answers to the guide questions		
	8 points or less if the School Feeding Coordinator provided incomplete and not so sincere answers to the guide questions		10
	TOTAL:	100	100
	SDO Weighted Score (20%):		20

NOTABLE REMARKS:

Name, Signature, & Designation of the Members of the Search Committee

APPROVED BY:

NIMFA R. LAGO, Ph.D., CESO VI
 Assistant Schools Division Superintendent
 OIC-Office of the Schools Division Superintendent

**DIVISIONAL PROGRESS MONITORING
ON THE SCHOOL-BASED FEEDING PROGRAM (SBFP)**

Be Palace Hotel, Ozamiz City

BATCH 1: Total Number of Participants (90) November 21, 2024, Thursday 8:00a.m.-5:00p.m.				
DROP OFF POINTS	No.	SCHOOLS	NAME OF PARTICIPANTS	DESIGNATED VALIDATORS
GREGORIO A. SAQUIN ES	1	Gregorio A. Saquin ES	Henry Q. Abarco	TEAM 1 Johnnel A. Guangco, <i>EPS-I</i> Fernando N. Sumondong, <i>PSDS</i> Rhona M. Agustin, <i>PDO-DRRM</i> Record Keeper: Mario Christino D. Lumantas, <i>Nurse II</i> Faith L. Gulang, <i>AS - II</i>
	2		Lezlie J. Patana	
	3	Diego Tuastumban ES	Lida L. Baco	
	4		Chery Mie C. Calopez	
	5	Jacinto Nemenon IS	Jorenda P. Solitario	
	6		Margie A. Edulan	
	7	Narciso B. Ledesma CS	Melanie T. Paredes	
	8		Helen C. Pino	
	9	Sinusa IS	Ludivico B. Barrientos	
	10		Adelyn M. Munez	
	11	Labinay ES	Joseph M. Amisola	
	12		Victor D. Ramilo	
DIMALUNA IS	13	Dimaluna IS	Maida S. Garnada	TEAM 2 Anthony P. Marollano, <i>SEPS</i> Joel T. Aclao, <i>PSDS</i> Milagros Z. Mendoza, <i>PSDS</i> Record Keeper: Lynneth E. Bajao, <i>Nurse II</i> Daisy S. Mamawe
	14		Dolores S. Capa	
	15	Balintawak ES	Jocelyn G. Rusiana	
	16		Jovelyn N. Torrefiel	
	17	Cruz Lanzado Saligan IS	Lalaine Y. Ponce	
	18		Maribel S. Palca	
	19	Pulot ES	Jeffrey B. Ares	
	20		Richielyn C. Nacional	
SDO	21	Andrea D. Costonera ES	Clarinda Fe L. Simblante	TEAM 3 Arlene C. Via, <i>SEPS-SocMob&Net</i> Anelyn G. Engracia, <i>PSDS</i> Menerva D. Barola, <i>PSDS</i> Ivy J. Cabual Record Keeper: Anne Soraida G. Rosario Dr. Cesar C. Bagaloyos, Sr.
	22		Snooky L. Almoite	
	23	Baybay CS	Catherine C. Oracion	
	24		Lovell Joy D. Amerkhan	
	25	Catadman ES	Juves C. Colarte	
	26		Erielyn J. Arabis	
	27	Misamis Annex IS	Charyljoy C. Navarez	
	28		Bobbie James A. Olmedo	
	29	Sta Cruz ES	Cheryl V. Duma-og	
	30		Grace N. Duarong	
SDO	31	Domingo A. Barloa IS	Miraluna M. Gaabucayan	TEAM 4 Rosalyn M. Lato, <i>SEPS</i> Giezel C. Gongob, <i>PSDS</i> Dorothy Joy B. Yting Consultants SDS Nimfa R. Lago, PhD., <i>CESO VI</i> ASDS Dionesio L. Liwagon, Jr., <i>CESE</i> Record Keeper: Lourben Mae O. Lumasag, <i>Nurse II</i> Dr. Ernesto C. Anteola, Jr.
	32		Ana Margiet B. Barrientos	
	33	Labo CS	Marites B. Barrientos	
	34		Grace B. Badong	
	35	Mintalar ES	Emelito C. Viernes	
	36		Shierell O. Gimeno	
	37	Embargo ES	Primencita G. Baguio	
	38		Jesselle C. Damo-ag	
	39	Sangay IS	Jane A. Credo	
	40		Richel B. Loking	
	41	Gotocan ES	Lloyd Ralph L. Cesnorio	
	42		Jude D. Abbu	
MANINGCOL CS	43	Maringcol CS	Marjorie A. Sagario	TEAM 5 Samie B. Aso, <i>SEPS-II</i> Milagros Z. Mendoza, <i>PSDS</i> Selina O. Macas, <i>PSDS</i> Salome T. Villa Record Keeper: Ebenezer Bud L. Bangcong Joffy P. Laroya
	44		Ligaya F. Timtim	
	45		Lyn B. Paez	
	46	Bacolod ES	Efren A. Oliveros	
	47		Epe M. Macarayo	
	48	Dona Consuelo ES	Justina S. Baul	
	49		Yieldeza A. Sarang	
	50		Mary Grace P. Gomomit	

BATCH 1: Total Number of Participants (90)				
November 21, 2024, Thursday				
8:00a.m.-5:00p.m.				
DROP OFF POINTS	No.	SCHOOLS	NAME OF PARTICIPANTS	DESIGNATED VALIDATORS
GANGO ES	51	Gango ES	Jujie A. Buenbrazo	TEAM 5 Samie B. Aso, SEPS-II Milagros Z. Mendoza, PSDS Selina O. Macas, PSDS
	52		Melita L. Abarco	
	53	San Antonio ES	Ramil G. Cabural	
	54		Robelyn P. Laborte	
OZAMIZ CITY CS	55	Ozamiz City CS	Eugenio C. Bucog	Salome T. Villa Record Keeper: Ebenezer Bud L. Bangcong Joffy P. Laroya
	56		Bernadita A. Algodon	
	57		Marestelle M. Olandre	
	58		Crisfer A. Adolfo	
	59		Bemafe N. Agapay	
	60		Rachel Jane P. Magno	
			Documentation	Jefferson Y. Bolos
			Transportation	Jerry T. Laylay

BATCH 2: Total Number of Participants (90)				
November 22, 2024, Friday				
8:00a.m.-5:00p.m.				
DROP OFF POINTS	No.	SCHOOLS	NAME OF PARTICIPANTS	DESIGNATED VALIDATORS
SANCHO V CAPA IS	1	Sancho V Capa IS	Henry Q. Abarco	TEAM 1 Johnnel A. Guangco, EPS-I Fernando N. Sumondong, PSDS Rhona M. Agustin, PDO-DRRM Samie B. Aso Imelda D. Pongase Record Keeper: Mario Christino D. Lumantas, Nurse II Faith L. Gulang, AS - II
	2		Lezlie J. Patana	
	3		Roldan S. Mamawe	
	4	Cogon IS	Lida L. Baco	
	5		Chery Mie C. Calopez	
	6		Ninemar A. Gacasan	
	7	Gala ES	Jorenda P. Solitario	
	8		Margie A. Edulan	
	9		Bebe Jay Pabriga	
	10	Guimad ES	Genaline A. Lopez	
	11		Joel Apale	
	12		Kristel Jane G. Amores	
SANCHO V CAPA IS	13	Juan A Acapulco ES	Sesame C. Rubio	TEAM 2 Anthony P. Marollano, SEPS Joel T. Aclao, PSDS Milagros Z. Mendoza, PSDS Salome T. Villa Rose Mary R. Abapo Record Keeper: Lynneth E. Bajao, Nurse II Daisy S. Mamawe
	14		Vivian E. Reguman	
	15		Dennis Canastra	
	16	Marcelino C. Regis IS	Rolito M. Sialana	
	17		April Rose B. Lumbay	
	18		Marvin S. Tusoy	
	19		Lizcel C. Cuminas	
	20	Bongbong ES	Joselito D. Caseros	
	21		Jenny Jene S, Guangco	
	22		Jonna M. Abellana	
	23	Malaubang IS	Buenasir J. Abapo	
	24		Melanie P. Crausius	
	25		April Rose B. Lumbay	
FELIPE CARREON CENTRAL SCHOOL	26	Felipe Carreon CS	Melanie G. Lagus	TEAM 3 Arlene C. Via, SEPS-SocMob&Net Anelyn G. Engracia, PSDS Menerva D. Barola, PSDS Ivy J. Cabual Ian Francis E. Veloso Record Keeper: Anne Soraida G. Rosario Dr. Cesar C. Bagaloyos, Sr.
	27		Analy P. Gerondio	
	28	Antero D. Hinagdanan ES	Josepg L. Galia	
	29		Lizel V. Bacus	
	30	Dalapang ES	Adonis D. Garnada	
	31		Methie M. Tabar	
32	Desiree O. Apaitan			

BATCH 2: Total Number of Participants (90)

November 22, 2024, Thursday

8:00a.m.-5:00p.m.

DROP OFF POINTS	No.	SCHOOLS	NAME OF PARTICIPANTS	DESIGNATED VALIDATORS
	33	<i>Faustino C. Decena IS</i>	Lydia G. Salvador	TEAM 3 Arlene C. Via, <i>SEPS-SocMob&Net</i> Anelyn G. Engracia, <i>PSDS</i> Menerva D. Barola, <i>PSDS</i>
	34		Bianca Ross C. Soriano	
	35		Cherie Pelitones	
	36		Robeth Pabriga	
	37	<i>Hilarion J Ramiro Jr ES</i>	Angel Grace E. Bandiala	Ivy J. Cabual
	38		Charlyn O. Udal	Milagros Z. Mendoza, <i>PSDS</i>
	39		Claire Marie V. Daagas	Jed Mae F. Coronel
	40	<i>Roman E Mabanag ES</i>	Lady Shammah E. Bello	Ian Francis E. Veloso
	41		Rowena Jean C. Zapra	
	42		Raissa Cara P. Castro	
	43	<i>Antero U Roa CS</i>	Mary Jane A. Pondar	Anne Soraida G. Rosario
	44		Marilou D. Licayan	Dr. Cesar C. Bagaloyos, Sr.
	45	<i>Maximino S. Laurete Sr CS</i>	Marie Claire B. Fuentes	
	46		Helen Grace O. Candongo	
	47		Nellie Sebarios	
	48	<i>Capucao IS</i>	Poley M. Tayong	TEAM 4 Rosalyn M. Lato, <i>SEPS</i> Giezel C. Gongob, <i>PSDS</i>
	49		Mery Ann T. Canolo	
	50		Mery Ann T. Canolo	
	51	<i>Capucao C ES</i>	Leo C. Acebedo	Dorothy Joy B. Yting
	52		Jenevy A. Villasor	Milagros Z. Mendoza, <i>PSDS</i>
	53		Maria Janah Labaadisos	Consultants
	54	<i>Pershing Tan Queto, Sr ES</i>	Jupey Q. Rupinta	SDS Nimfa R. Lago, PhD., CESO VI
	55		May C. Candia	ASDS Dionesio L. Liwagon, Jr., CESE
	56		Cherely Saguin	
	57	<i>Guingona ES</i>	Gem P. Acapulco	Record Keeper: Lourben Mae O. Lumasag, <i>Nurse II</i>
	58		Joanne P. Turado	
	59	<i>Tipan ES</i>	Genie Vah Lagoc	Marry Jane R. Ochate
	60		Marlon A. Gordove	
	61		Or P. Padilla	
	62	<i>Tipan ES</i>	Johnrey Castro	