



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 - Prayer - Makabayan Song - Welcome Remarks and Statement of Rationale - Recognition of Participants - Message - Levelling of Expectations - Houe Rules	Secretariat AVP AVP Johnnel A. Guangco, EPS-1 Nimfa R. Lago, PhD., CESO VI Asst. Schools Division Superintendent OIC, Office of the Schools Division Superintendent
8:15a.m- 9:00a.m	Updates on SBFP and FY 2025- 2026 Implementation Plan - <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 - 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**

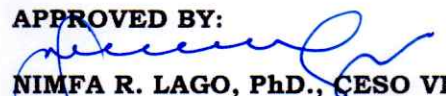
		Points	Score
1	Percentage of actual beneficiaries served versus the target beneficiaries	10	
	10 points if 100% beneficiaries were served with NFP and milk		
	8 points if at least 90% beneficiaries were served with NFP and milk		
	6 points if at least 70-89% beneficiaries were served with NFP and milk		
			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, PhD., 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

LIST OF PARTICIPANTS

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	<i>Gregorio A. Saquin ES</i>	Henry Q. Abarco	TEAM 1 Johnnel A. Guangco, <i>EPS-I</i> Fernando N. Sumondong, <i>PSDS</i> Rhona M. Agustin, <i>PDO II-DRRM</i> Record Keepers: Mario Christino D. Lumantas, <i>Nurse II</i> Faith L. Gulang, <i>AS - II</i>
	2		Lezlie J. Patana	
	3	<i>Diego Tuastumban ES</i>	Lida L. Baco	
	4		Chery Mie C. Calopez	
	5	<i>Jacinto Nemeno IS</i>	Jorenda P. Solitario	
	6		Margie A. Edulan	
	7	<i>Narciso B. Ledesma CS</i>	Melanie T. Paredes	
	8		Helen C. Pino	
	9	<i>Sinusa IS</i>	Ludivico B. Barrientos	
	10		Adelyn M. Munez	
	11	<i>Labinay ES</i>	Joseph M. Amisola	
	12		Victor D. Ramilo	
DIMALUNA IS	13	<i>Dimaluna IS</i>	Maida S. Garnada	TEAM 2 Anthony P. Marollano, <i>SEPS</i> Joel T. Aclao, <i>PSDS</i> Milagros Z. Mendoza, <i>PSDS</i> Record Keepers: Lynneth E. Bajao, <i>Nurse II</i> Daisy S. Mamawe, <i>ADAS III</i>
	14		Dolores S. Capa	
	15	<i>Balintawak ES</i>	Jocelyn G. Rusiana	
	16		Jovelyn N. Torrefiel	
	17	<i>Cruz Lanzado Saligan IS</i>	Lalaine Y. Ponce	
	18		Maribel S. Palca	
	19	<i>Pulot ES</i>	Jeffrey B. Ares	
	20		Richielyn C. Nacional	
SDO	21	<i>Andrea D. Costonera ES</i>	Clarinda Fe L. Simblante	TEAM 3 Arlene C. Via, <i>SEPS-SocMob & Networking</i> Anelyn G. Engracia, <i>PSDS</i> Ian Francis E. Veloso, <i>PSDS</i> Ivy J. Cabual, <i>AO V-Budget</i> Record Keepers: Anne Soraida G. Rosario, <i>Nurse II</i> Salome T. Villa, <i>Division SBFP Coordinator</i>
	22		Snooky L. Almoite	
	23	<i>Baybay CS</i>	Catherine C. Oracion	
	24		Lovell Joy D. Amerkhan	
	25	<i>Catadman ES</i>	Juves C. Colarte	
	26		Erielyn J. Arabis	
	27	<i>Misamis Annex IS</i>	Charyljoy C. Navarez	
	28		Bobbie James A. Olmedo	
	29	<i>Sta Cruz ES</i>	Cheryl V. Duma-og	
	30		Grace N. Duarong	
SDO	31	<i>Domingo A. Barloa IS</i>	Miraluna M. Gaabucayan	TEAM 4 Rosalyn M. Lato, <i>SEPS-Planning and Research</i> Ell June S. Abucay, <i>Planning Officer III</i> Giezel C. Gongob, <i>PSDS</i> Dorothy Joy B. Yting, <i>AO V - Admin Services</i> Consultants SDS Nimfa R. Lago, <i>PhD., CESO VI</i> ASDS Dionesio L. Liwagon, Jr., <i>CESE</i> Record Keepers: Lourben Mae O. Lumasag, <i>Nurse II</i> Dr. Ernesto C. Anteola, Jr.
	32		Ana Margiet B. Barrientos	
	33	<i>Labo CS</i>	Marites B. Barrientos	
	34		Grace B. Badong	
	35	<i>Mirtalar ES</i>	Emelito C. Viernes	
	36		Shierell O. Gimeno	
	37	<i>Embargo ES</i>	Primencita G. Baguio	
	38		Jesselle C. Damo-ag	
	39	<i>Sangay IS</i>	Jane A. Credo	
	40		Richel B. Loking	
	41	<i>Gotocan ES</i>	Lloyd Ralph L. Cesnorio	
	42		Jude D. Abbu	
MANINGCOL CS	43	<i>Maningcol CS</i>	Marjorie A. Sagario	TEAM 5 Samie B. Aso, <i>SEPS-II</i> Selina O. Macas, <i>PSDS</i> Menerva D. Barola, <i>PSDS</i> Record Keepers: Ebenezer Bud L. Bangcong, <i>Nurse II</i> Dr. Cesar C. Bagaloyos, Sr., <i>Dentist II</i>
	44		Ligaya F. Timtim	
	45	<i>Bacolod ES</i>	Efren A. Oliveros	
	46		Epe M. Macarayo	
	47	<i>Dona Consuelo ES</i>	Justina S. Baul	
	48		Yieldeza A. Sarang	
	49		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	50	Gango ES	Jujie A. Buenbrazo	TEAM 5 Samie B. Aso, SEPS-II Selina O. Macas, PSDS
	51		Melita L. Abarco	
	52	San Antonio ES	Ramil G. Cabural	
	53		Robelyn P. Laborte	
OZAMIZ CITY CS	54	Ozamiz City CS	Eugenio C. Bucog	Record Keepers: Ebenezer Bud L. Bangcong Dr. Cesar C. Bagaloyos, Sr., Dentist II Documentation: Jefferson Y. Bolos Transportation: Jerry T. Laylay
	55		Bernadita A. Algodon	
	56		Marestelle M. Olandre	
	57		Crisfer A. Adolfo	
	58		Bemafe N. Agapay	
	59		Rachel Jane P. Magno	

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	Jovy O. Bonita	TEAM 1 Johnnel A. Guangco, EPS-I Fernando N. Sumondong, PSDS Rhona M. Agustin, PDO II-DRRM Samie B. Aso, SEPS II Imelda D. Pongase, EPS Record Keepers: Mario Christino D. Lumantas, Nurse II Faith L. Gulang, AS - II
	2		Roldan S. Mamawe	
	3		Cheryl E. Ledesma	
	4	Cogon IS	Arphil John L. Madeja	
	5		Ninemar A. Gacasan	
	6	Gala ES	Melchie A. Paderanga	
	7		Marilyn C. Capua	
	8		Bebe Jay Pabriga	
	9	Guimad ES	Genaline A. Lopez	
	10		Kristel Jane G. Amores	
SANCHO V CAPA IS	11	Juan A Acapulco ES	Sesame C. Rubio	TEAM 2 Anthony P. Marollano, SEPS Joel T. Aclao, PSDS Milagros Z. Mendoza, PSDS Rose Mary R. Abapo, EPS Record Keepers: Lynneth E. Bajao, Nurse II Daisy S. Mamawe, ADAS III Salome T. Villa, Division SBFP Coordinator
	12		Vivian E. Reguman	
	13	Marcelino C. Regis IS	Rolito M. Sialana	
	14		April Rose B. Lumbay	
	15		Marvin S. Tusoy	
	16		Lizcel C. Culminas	
	17	Bongbong ES	Joselito D. Caseros	
	18		Jannah M. Abellana	
	19		Jenny Jene S, Guangco	
	20	Malaubang IS	Buenasir J. Abapo	
21	Melanie P. Crausius			
22	April Rose R. Ylanan			
FELIPE CARREON CENTRAL SCHOOL	23	Felipe Carreon CS	Melanie G. Lagus	TEAM 3 Arlene C. Via, SEPS-SocMob & Networking Anelyn G. Engracia, PSDS Ian Francis E. Veloso, PSDS Ivy J. Cabual, AO V-Budget Record Keepers: Anne Soraida G. Rosario, Nurse II Dr. Cesar C. Bagaloyos, Sr, Dentist II
	24		Analyn P. Gerondio	
	25	Antero D. Hinagdanan ES	Josepg L. Galia	
	26		Lizel V. Bacus	
	27	Dalapang ES	Adonis D. Garnada	
	28		Methie M. Tabar	
29		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
	30	<i>Faustino C. Decena IS</i>	Lydia G. Salvador	TEAM 4 Rosalyn M. Lato, <i>SEPS-Planning and Research</i> Ell June S. Abucay, <i>Planning Officer III</i> Giezel C. Gongob, <i>PSDS</i>
	31		Bianca Ross C. Soriano	
	32		Cherie Pelitones	
	33		Robeth Pabriga	
	34	<i>Hilarion J Ramiro Jr ES</i>	Angel Grace E. Bandiala	Dorothy Joy B. Yting, <i>AO V - Admin Services</i>
	35		Charlyn O. Udal	
	36		Claire Marie V. Daagas	
	37	<i>Roman E Mabanag ES</i>	Lady Shammah E. Bello	Consultants SDS Nimfa R. Lago, <i>PhD., CESO VI</i> ASDS Dionesio L. Liwagon, <i>Jr., CESE</i>
	38		Rowena Jean C. Zapra	
	39	<i>Antero U. Roa CS</i>	Mary Jane A. Pondar	Record Keepers: Lourben Mae O. Lumasag, <i>Nurse II</i> Dr. Ernesto C. Anteola, <i>Jr.</i>
	40		Marilou D. Licayan	
	41	<i>Maximino S. Laurete Sr CS</i>	Marie Claire B. Fuentes	
	42		Helen Grace O. Candongo	
	43		Nellie Sebarios	
	44	<i>Capucac IS</i>	Poley M. Tayong	TEAM 5 Samie B. Aso, <i>SEPS-II</i> Selina O. Macas, <i>PSDS</i>
	45		Mery Ann T. Canolo	
	46	<i>Capucac C ES</i>	Leo C. Acebedo	Jed Mae F. Coronel, <i>EPS</i>
	47		Jenevy A. Villasor	
	48		Jupey Q. Rupinta	
	49	<i>Pershing Tan Queto, Sr ES</i>	May C. Candia	Record Keepers: Ebenezer Bud L. Bangcong Dr. Cesar C. Bagaloyos, <i>Sr., Dentist II</i>
	50		Cherely E. Saguin	
	51	<i>Guingona ES</i>	Gem P. Acapulco	Documentation: Jefferson Y. Bolos
	52		Joanne P. Turado	
	53	<i>Tipan ES</i>	Genie Vah C. Lagoc	Transportation: Jerry T. Laylay
	54		Marlon A. Gordove	
	55		Or P. Padilla	
Total Number of Participants (Batch 1 and Batch 2)			180	