



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
Superintendent

September 4, 2023

Division Memorandum
No. 738, s. 2023

To : District Heads
District Nurses
Elementary School Administrators
School SBFP Coordinators
SBFP Division TWG
Other Concerned Personnel

**SCHOOL-BASED FEEDING PROGRAM (REGULAR COMPONENT) SY 2023-2024
IMPLEMENTATION**

1. The Department of Education remains steadfast in its commitment to combat malnutrition among school children. In pursuit of this noble cause, the department is set to launch a comprehensive feeding program that will span 85 days, ensuring the well-being of our young learners. The feeding program will entail the distribution of Nutritious Food Products (NFP) to the identified beneficiaries in the schools.
2. With this, we would like to notify all beneficiary schools that the distribution of Nutritious Food Products (NFP) is scheduled to commence from September 25, 2023, and extend until February 16, 2024. The detailed delivery schedule is enclosed with this memorandum for your reference.
3. Nutritious Food Products (NFP) will be transported to designated drop-off points within each district. A collaborative effort between the Division and District Inspectorate Team and the District Property Custodian will be in place to meticulously inspect the delivered supplies, ensuring both completeness and quality. Subsequently, a comprehensive distribution list will be prepared by the district for the corresponding allocation to individual schools.
4. The School Head or the designated personnel will oversee the transportation of NFP from the designated drop-off points to their respective schools. They will also facilitate the distribution process of the advisers to the intended beneficiaries within their school. Please note that any travel expenses incurred during the transportation of food products will be covered by the Division SBFP Program Support Fund (SARO No. ROP-11-23-0075) and are subject to standard auditing rules and regulations.

SGOD/Health/PTV

Capitol Complex, Cabidanan, Nabunturan, Davao de Oro
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5. District Nurses should be present at the drop-off point during the delivery of food products to provide essential assistance and perform troubleshooting during the distribution of NFPs.
6. The Division SBFP Technical Working Group (TWG) in collaboration with District nurses will carry out periodic and random monitoring of the feeding program implementation. This proactive approach is designed to address any arising issues or concerns promptly while ensuring the utmost food safety and proper handling during distribution. It's important to note that any travel expenses incurred by health personnel in the course of their duties will be allocated from the Division SBFP Fund, adhering to the customary auditing rules and regulations.
7. School implementers are reminded of the following guidelines prior to the distribution of food products.
 - a. Ensure the quality of food products prior to distribution. Check for any signs of molds, unusual taste and smell, and any contaminants.
 - b. Food products must be given to SBFP beneficiaries ONLY.
 - c. If possible, feeding should be served in the feeding area of the school except for NFPs suggested for take home.
 - d. Proper and complete documentation protocols for the feeding program must be strictly observed.
 - e. In the event of any potential food-related incidents, please promptly report them to Pepito III Villarreiz, the SBFP Division Focal, at this contact number: 09173062394.
8. In the following section, the delivery schedules and designated drop-off points for each district are outlined for your reference.

| Schedule of Delivery | District | Drop-off |
|--|--|------------------|
| 1 st Batch September 25, 2023 October (2, 9, 16, 23), 2023 November (6, 13, 20, 28), 2023 December (4, 11), 2023 January (8, 15, 22, 29), 2024 February (5, 12), 2024 | Pantukan North District | Kingking CES |
| | Pantukan South District | Bon Temple ES |
| | Mabini District | Mabini CES |
| | Maco North District and Maco South District | Elizalde ES |
| | Maco North District and Maco South District | Maco Heights CES |
| | Nabunturan East District | Manat CES |
| | Nabunturan West District | Nabunturan CES |
| | Mawab District | Mawab CES |
| | Laak North District | Barubo ES |

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| | | |
|---|---|-----------------|
| | Laak South District and Some Laak North District Schools | Laak CES |
| 2 nd Batch September 26, 2023 October (3, 10, 17, 24), 2023 November (7, 14, 21, 29), 2023 December (5, 12), 2023 January (9, 16, 23, 30), 2024 February (6, 13), 2024 | Montevista District | Montevista CES |
| | Monkayo East District | Munoz ES |
| | Monkayo West District and some schools from Monkayo East District | Monkayo CES |
| | Compostela East District | Compostela CES |
| | Compostela West District | Gabi CES |
| | New Bataan District | Cabinuangan CES |
| | Maragusan East District and Maragusan West District | Maragusan CES |

The schedule is susceptible to modifications in the event of class suspensions and other similar instances.

CRISTY C. EPE

Schools Division Superintendent

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