

July 11, 2025

DIVISION MEMORANDUM

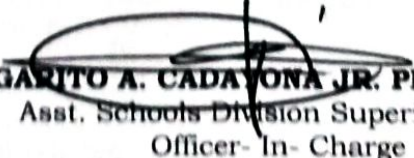
DM-OSGOD-HNU No. 318 s. 2025

**ORIENTATION ON THE UPDATES OF THE SCHOOL-BASED FEEDING
PROGRAM FOR SY 2025-2026**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Public Schools District Supervisors
Public Elementary School Heads
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Learner Support Services-School Health Division (BLSS-HD), is in continuous efforts to address undernutrition among learners from Kinder to Grade 6 through provision of nutritious food products (NFP) and pasteurized/sterilized milk in all elementary schools. In accordance to RA 11037 or the "Masustansyang Pagkain Para sa Batang Pilipino Act", signed by President Duterte on June 20, 2018, constitutes the primary statutory basis for the School-Based Feeding Program. The law aims to implement programs that sustain and improve the health of school children thru School-Based Feeding Program (SBFP).
2. The activity aims to:
 - a. To create a unanimous understanding on the Guidelines for the implementation of SBFP for SY 2025-2026 among public schools' implementer.
 - b. To effectively and efficiently implement the School-Based Feeding Program.
3. In this regard, Orientation by clustered districts/batches on the updates on the SBFP will be conducted on September 2 & 3, 2025 for efficient implementation of the program (*see attached enclosure for the schedule*). Venue will be at the Division Office Conference Hall.
4. The participants in this activity shall be the 157 Public Schools District Supervisors/ School SBFP Focal persons/representative, HNS personnel and Division Key Officials of DepEd Schools Division of Calbayog City. (*please see enclosure 2*)
5. This memorandum will serve as a **Travel Order** of all participants.
6. The expenses to be incurred in this activity shall be charged against SBFP Fund while the traveling expenses of the participants shall be charged against their respected local funds, MOOE, SBFP PSF fund, or other available sources of fund subject to the usual accounting and auditing rules and regulations.
7. For immediate dissemination and strict compliance.




MARGARITO A. CADAYONA JR. PhD, CESO VI
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

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SCHOOLS DIVISION OF CALBAYOG CITY

Enclosure 1:

Date	District	Expected Number of Participants
		SBFP Focal
September 2, 2025	Calbayog Districts 1-6	84
September 3, 2025	Oquendo 1, 2 & 3 Tinambacan 1, 2 & 3	73

Enclosure 2:

LIST OF PARTICIPANTS

Day 1

	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING PROGRAM FOCAL PERSON/ REPRESENTATIVE
CALBAYOG I DIST			
1	Carayman Elementary School	Lea L. Jordan	1 SBFP Focal to be identified by the SH
2	Caballero Es	Jovie M. Bido	1 SBFP Focal to be identified by the SH
3	Cagbanayacao ES		
4	Cagboborac ES	Rosalita G. Data	1 SBFP Focal to be identified by the SH
5	Rizal 1 Elementary School		
6	Calucnayan ES	Omar D. Comonical	1 SBFP Focal to be identified by the SH
7	Olera Elementary School		
8	Salvacion Elementary School		
9	Cogon Elementary School	Chona C. Valenzuela	
10	Higasaan Elementary School	Gerome C. Silva	1 SBFP Focal to be identified by the SH
11	Mabini I Elementary School		
12	Naga Elementary School	Cresencio B. Llego	
13	Pinamurotan Integrated School	Herman T. Verano	
14	Himalandrog - Seven Hills Integrated School	Ma. Lourdes Babon	

	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING PROGRAM FOCAL PERSON/ REPRESENTATIVE
CALBAYOG II DIST			
1	Calbayog Pilot CS	Nova S. Gaspan	1 SBFP Focal to be identified by the SH
2	Bagacay IS	Luz T. Uy	
3	Rawis ES	Carmen Lourdes M. Tan	
4	Cacaransan ES	Marian M. Cui	1 SBFP Focal to be identified by the SH
5	Pagbalican ES		
6	Capoocan ES	Danilo Mirales	
7	Carmen ES	Norman T. Cabugawan	
8	Dagum ES	Cynthia D. Pagatpat	
9	Matobato ES	Dr. Bonifacio P. Pondang	
10	Obrero ES	Leona L. Yulo	

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	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING PROGRAM FOCAL PERSON/ REPRESENTATIVE
	CALBAYOG III DIST		
1	CC SPED Center	Dioleriano Y. Cacait, Jr.	1 SBFP Focal to be identified by the SH
2	Alibaba ES	Jacinto D. Refuncion, Jr	1 SBFP Focal to be identified by the SH
3	Sinantán ES		
4	Esperanza ES	Randy A. Nable	1 SBFP Focal to be identified by the SH
5	Langoyon ES		
6	San Antonio ES		
7	Guinbaoyan Norte ES	Marcia C. Tocayon	
8	Guinbaoyan Sur ES	Emmalyn A. Tan	
9	San Jose IS	Joey A. Catampo	
10	Tapae ES	Ma. Salma L. Ortiz	
11	Villahermosa ES	Gerardo L. Domayan	

	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING PROGRAM FOCAL PERSON/ REPRESENTATIVE
	CALBAYOG IV DIST		
1	Calbayog East CS	Ma. Samila L. Advincula	1 SBFP Focal to be identified by the SH
2	Bagong Lipunan ES	Maricel G. Merencillo	1 SBFP Focal to be identified by the SH
3	Hibatang ES		
4	Giragaan Elementary School	Leonida A. Siago	
5	Guin-on ES	Mary Jean P. Lim	1 SBFP Focal to be identified by the SH
6	Maybog ES		
7	Hamorawon ES	Myrna J. Resulta	
8	La Paz ES	Jose A. Abon (PSDS)	1 SBFP Focal to be identified by the SH/PSDS
9	Osmeña ES		
10	Migara ES	Josephine G. Magbutay	
11	Nijaga ES	Crisanto T. Pacho	
12	Palanogan Occ. ES	Maria Gina G. Adizas	1 SBFP Focal to be identified by the SH
13	Palanogan Or. ES		
14	Panonongon ES	Marianita P. Bejasa	1 SBFP Focal to be identified by the SH
15	Victory ES		
16	Patong - Happy Valley IS	Felylou Colinares	
17	Tabawan IS	Cynthia S. Tarrayo	

	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING COORDINATOR
	CALBAYOG V DIST		
1	San Policarpo CS	Dr. Jaime E. Sagayap, Jr.	1 SBFP Focal to be identified by the SH
2	Acedillo IS	Rowena L. Oyo-a	
3	Bontay ES	Dr. Lorna C. Ogawa	1 SBFP Focal to be identified by the SH
4	Navarro ES		

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5	Canjumadac IS	Louie M. Termo	
6	Dinawacan ES	Bernardo J. Tabil, Jr.	1 SBFP Focal to be identified by the SH
7	Nag-Uma ES		
8	Gabay ES	Jaysam M. Casaljay	1 SBFP Focal to be identified by the SH
9	Maysalong ES		
10	Gadgaran IS	Dr. Myrna C. Pecayo	
11	Gelino ES	Wilfredo A. Managaysay Jr	1 SBFP Focal to be identified by the SH
12	Tanval ES		
13	Jimauban ES	Juliet B. Monar	1 SBFP Focal to be identified by the SH
14	Roxas I ES		
15	Looc Elementary School	Elisa Cambaya	1 SBFP Focal to be identified by the SH
16	Saputan ES		

	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING PROGRAM FOCAL PERSON/ REPRESENTATIVE
	CALBAYOG VI DIST		
1	Trinidad CS	Zenaida C. Saavedra	1 SBFP Focal to be identified by the SH
2	Anislag ES	Rodrigo R. Ventures, Jr.	
3	Basud IS	Norman E. Sagayap	
4	Buenavista ES	Malvin D. Regulacion	1 SBFP Focal to be identified by the SH
5	Cahumpan PS		
6	Tigbe ES	Bernie J. Abing	1 SBFP Focal to be identified by the SH
7	Cabadiangan ES		
8	Jacinto PS		
9	Mancol IS		
10	Palanas ES	Barbara C. Relampago	
11	Cagsalaosao ES		
12	Calilihan PS	Nelson A. Managaysay	1 SBFP Focal to be identified by the SH
13	Gasdo PS		
14	Kili-kili ES		
15	Limarayan IS	Valentino Galban	
16	Lonoy IS	Rafael M. Mente	
	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING COORDINATOR
	TINAMBACAN I DIST		
1	Tinambacan CS	Michael V. Pernia	1 SBFP Focal to be identified by the SH
2	Amamapacang ES	Maychie T. Batulat	
3	Bante ES	Adora P. Montañez	
4	Danao I ES	Merardo S. Comayingking	
5	Malajog IS	Danilo S. Jadulco	
6	Malopalo ES	Merlita C. Añora	
7	Marcatubig ES	Eliseo A. Sintos	
8	Salhag ES	Janice B. Jose	
9	Tomaligues ES	Virginia A. Millares	

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	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING PROGRAM FOCAL PERSON/ REPRESENTATIVE
	TINAMBACAN II DIST		
1	San Joaquin Central CS	Nieves C. Javines	<i>1 SBFP Focal to be identified by the SH</i>
2	Baay ES	Loridel L. Obinguar	
3	Bantian ES	Paulete G. Ayong	
4	Binaliw ES	Arsenio A. Sintos, Jr.	
5	Cagnipa Elem. School	Zarrah V. Allego	
6	Cag-olango Elem. Sch	Cesil S. Collamar	
7	Manguino-o ES	Robirth M. Ornopia	

	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING COORDINATOR
	TINAMBACAN III DIST		
1	Malaga Central ES	Maria Rose B. Ibajo	<i>1 SBFP Focal to be identified by the SH</i>
2	Bugtong Elem. School	Normel C. Galias	
3	Caglanipao Sur IS	Herminia S. Balanay	
4	Cagmanipis Norte ES	Fernando P. Medrina	
5	Cagmanipis Sur ES	Alma L. Rojas	
6	Cangumaod ES	Langie Boy Enriquez	
7	Danao II ES		
8	Pena II ES		
9	Malayog Elem. School	Maximo T. Pacho, Jr.	
10	Peña I ES	Michael S. Buenaventura	
11	Tinaplacan ES	Lolita M. Labian	

	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING PROGRAM FOCAL PERSON/ REPRESENTATIVE
	OQUENDO I DIST		
1	Oquendo Central ES	Nimfa S. Doroja	<i>1 SBFP Focal to be identified by the SH</i>
2	Begaho ES	Leilani G. Apes	
3	Cabugawan PS	Bartolome R. Doroja	<i>1 SBFP Focal to be identified by the SH</i>
4	Cagbilwang PS		
5	Catabunan ES	Wilfredo R. Tozon	<i>1 SBFP Focal to be identified by the SH</i>
6	Dinagan ES		
7	Libertad PS	Alma T. Pajarito	
8	Sinidman Or. PS		
9	Longsob ES	Sara B. Demit	<i>1 SBFP Focal to be identified by the SH</i>
10	Rizal II ES		
11	Mabini II IS	Benjie A. Beduya	
12	Nabang PS	Berly C. Manzanero	<i>1 SBFP Focal to be identified by the SH</i>
13	Sinidman Occ. ES		

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	DISTRICT / SCHOOL	PSDS / SCHOOL HEAD	SCHOOL-BASED FEEDING PROGRAM FOCAL PERSON/ REPRESENTATIVE
	OQUENDO DISTRICT II		
1	Tarabucan CS	Lindy Lou J. Ayong	<i>1 SBFP Focal to be identified by the SH</i>
2	Alang-Alang ES	Jeffrey D. Llaneta	
3	Quezon PS		
4	Baja PS	Dondon S. Ale	<i>1 SBFP Focal to be identified by the SH</i>
5	Mag-ubay ES		
6	Cabacungan ES	Rhuel Yongotyongot	<i>1 SBFP Focal to be identified by the SH</i>
7	Dinabongan ES		
8	Cabichan ES	Jonard M. Monsanto	
9	Cag-anahaw ES	Sol T. Abad	<i>1 SBFP Focal to be identified by the SH</i>
10	San Rufino ES		
11	Cagbayang IS	Lorna T. Malto	
12	Capacuhan ES	Nerefe B. Eclipse	
13	Hibuhatan ES		
14	Caybago ES	Arnolfo Abellar	
15	De Victoria ES	Monalyn G. Sarmiento	
16	San Isidro ES		
17	Hibabangan PS	Merlinda D. Elbano	<i>1 SBFP Focal to be identified by the SH</i>
18	Talahiban ES		
19	Obo-ob ES		
20	Lapaan IS	Enrico G. Tomalon	
21	Panoytoy IS	Sheryl Jean M. Garcia	

	SCHOOL	SCHOOL HEAD	SCHOOL-BASED FEEDING PROGRAM FOCAL PERSON/ REPRESENTATIVE
	OQUENDO DISTRICT III		
1	Pilar ES	Lope D. Locaya	<i>1 SBFP Focal to be identified by the SH</i>
2	Bayo ES	Josephine T. Silva	
3	Cabatuan ES	Sonia Cuizon	<i>1 SBFP Focal to be identified by the SH</i>
4	Mantaong ES		
5	Cag-anibong Elem.Sch.	Elizabeth T. Domanog	<i>1 SBFP Focal to be identified by the SH</i>
6	Manuel Barral Sr.ES		
7	Dawo IS	Nicolas B. Tarrayo, Jr.	
8	Macatingog Integ. Sch.	Blesildo A. Orquin	
9	Mawacat IS	Maria Teresa D. Macabidang	
10	Panlayahan ES	Kristian Aldrin B. Cruda	
11	Roxas II ES	Jayson Alilita	
12	Sigo ES	Dr. Geraldine P. Sumbise(PSDS)	



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SBFP TWG		Position
1	Dr. Margarito A. Cadayona Jr. PhD, CESO VI	OIC - SDS
2	Dr. Jun-Nilou D. Dulfo	OIC -ASDS
3	Dr. Avelina P. Tupa	OIC-SGOD Chief
4	Dr. Arlene C. Catalan	Medical Officer III
5	Generson Nabual	AO IV/Supply Officer
6	Susana Queroljico	Dentist II
7	Ma. Bella B. Ortiz	Nurse II
8	Ma. Benjie B. Ortiz	Nurse II
9	Patria G. Lapara	Nurse II
10	Sophia C. Monteron	Nurse II
11	Adrian Marie C. Nuevo	Nurse II/ SBFP Coordinator
12	Nikki Ivy S. Dollado	Nurse II
13	Ken S. Camilon	Dental Aide
14	Roger Q. Abarro	Dental Aide



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ACTIVITY PROPOSAL

Title: Orientation on the updates of the School-Based Feeding Program for SY 2025-2026

Rationale: The Department of Education (DepEd), through the Bureau of Learner Support Services-School Health Division (BLSS-HD), is in continuous efforts to address undernutrition among learners from Kinder to Grade 6 through provision of hot meals/nutritious food products (NFP) and pasteurized/sterilized milk in all elementary schools. In accordance to RA 11037 or the "Masustansyang Pagkain Para sa Batang Pilipino Act", signed by President Duterte on June 20, 2018, constitutes the primary statutory basis for the School-Based Feeding Program. The law aims to implement programs that sustain and improve the health of school children thru School-Based Feeding Program (SBFP).

Thus, the conduct of this orientation is deemed necessary for the smooth implementation of the program.

Objectives:

- To create a unanimous understanding on the New Operational Guidelines on the implementation of SBFP for SY 2025-2025 among public schools' implementers.
- To effectively and efficiently implement the School-Based Feeding Program

Date: September 2 & 3, 2025

Day 1 : Calbayog 1- 6 Districts

Day 2 : Tinambacan 1, 2 & 3 Districts
Oquendo 1, 2 & 3 Districts

Strategy/mode of delivery: By batch orientation (lecture-discussion)

Venue: Division Office Conference Hall

Participants: 172 *total participants*

- 157 Elementary Public Schools Principal/Head)/School SBFP Focal Persons or Representative
- 14 SBFP TWG

Fund Source: SBFP Support Fund (SARO: RO-8-25-00046)

Budget Requirement: 116,432.00



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LINE ITEM	DESCRIPTION	AMOUNT NEEDED	PROPOSED BUDGET/ SOURCE
Food & Venue	Snacks (Morning and Afternoon)	84 x 500	Php 92,500
	Lunch (Day1)		
	Snacks (Morning and Afternoon)	14 x 500	
	Lunch (Facilitators)		
	Snacks (Morning and Afternoon)	73 x 500	
Supplies and Materials	Lunch (Day2)		Php 23,932
	Snacks (Morning and Afternoon)	14 x 500	
	Lunch (Facilitators)		
	▪ Legal size Bond paper for certificate of appearance and attendance	234.6 x 20 reams = 4692	
	▪ A4 size Bond paper for reproduction of forms	277.15 x 20 reams = 5543	
	▪ Legal size expanding envelope(box)	1 x 1044.2 = 1044.2	
	▪ Folder Legal	100 x 4.6 = 460	
	▪ Ball pen (black)	200 x 9.20 = 1840	
	▪ Stapler (long arm)	4 x 287.50 = 1150	
	▪ Staple wire	6 x 32.20 = 193.2	
	▪ USB 3.0 64gb	2 x 555.45 = 1110.9	
	▪ Printer ink		
	Epson L3110 black	6x 389.85 = 2339.1	
	Epson L3110 magenta	4x 389.95 = 1559.4	
	Epson L3110 yellow	4x 389.95 = 1559.4	
	Epson L3110 cyan	4x 389.95 = 1559.4	
	▪ Tarpulin 5ftx8ft	1 x 881.40 = 881.4	
	TOTAL		Php 116, 432



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WORK PLAN:

ACTIVITIES	RESPONSIBLE PERSON	TARGET DATE
Creation of Activity Proposal and working committee	HNS staff	June 20, 2025
Finalization of the Activity Proposal/Plan	HNS staff	June 25, 2025
Preparation of supporting documents	Adrian Marie Nuevo/HNS staff	June 25, 2025
Presentation of the Activity Proposal for approval	HNS staff	June 26, 2023
Formulation of Division Memo	Dr. Arlene Catalan	July 11, 2025
Process the necessary documents	Adrian Marie Nuevo	July 15, 2025
Preparation of materials needed	HNS staff	August 15-22, 2025
Release of approved Memo	Record staff	August 18, 2025
Actual PIR	HNS staff	September 2 & 3, 2025
Monitoring and Evaluation	Division Nurses	September 4, 2025 onwards

Prepared by:

ARLENE C. CATALAN, MD
Medical Officer III

**ORIENTATION ON THE UPDATES ON
SBFP FOR SY 2025-2026**

MATRIX OF THE ORIENTATION

DAY 1 - September 2, 2025

Participants: 84

Facilitators & support staff: 14

TIME	ACTIVITY/TOPIC	RESPONSIBLE PERSON
7:30 - 8:15 AM	Arrival and Attendance log-in	HNS support staff
8:15 - 8:25 AM	Preliminaries: Tribute to God Tribute to Nation	Audio Visual Presentation
	Attendance check	Patria G. Lapara Nurse II
8:25 - 8:45 AM	Welcome Message	Dr. Avelina P. Tupa OIC-SGOD Chief
8:45 - 9:05 AM	Message	Dr. Margarito A. Cadayona, Jr. OIC-Schools Division Superintendent
Orientation Proper		
9:05 - 9:50 AM	Rationale, Objective, Legal Bases and Policy statement	Ma. Bella B. Ortiz Nurse II
9:50 - 11:00 AM	Governance Structure of SBFP	Adrian Marie C. Nuevo Nurse II
	Target Beneficiaries for SY 2025-2026	Therence James Prudenciado
11:00 - 12:00 PM	Financial Requirement	
	Food Commodities	
	Specifications and Quality Standards	Ma. Benjie B. Señora Nurse II
	Procurement	
12:00 - 1:00 PM	Delivery, Inspection and Acceptance	
LUNCH BREAK		
1:00 - 2:00	Food Commodities	
	Specifications and Quality Standards	Adrian Marie C. Nuevo Nurse II
	Procurement	
2:00 - 2:25	Delivery, Inspection and Acceptance	Generson Nabual
2:25 - 3:25	Food Packaging and Distribution	
	Precautionary Measures for NFP	Nikki Ivy S. Dollado Nurse II
	Engagement with Partners	
3:25 - 4:15	Program Monitoring and Evaluation	Patria G. Lapara Nurse II
	Special provisions	
4:15 - 4:30	Workshop/ Consolidation of Report	
4:30 - 4:50 PM	Open Forum / Ways Forward	Sophia C. Monteron Nurse II
4:50 - 5:00 PM	Closing message	Dr. Arlene C. Catalan Medical Officer III

**ORIENTATION ON THE UPDATES ON
SBFP FOR SY 2025-2026**

MATRIX OF THE ORIENTATION		
DAY 2 - September 3, 2025 Participants: 73 Facilitators & support staff: 14		
TIME	ACTIVITY/TOPIC	RESPONSIBLE PERSON
7:30 - 8:15 AM	Arrival and Attendance log-in	HNS support staff
8:15 - 8:25 AM	Preliminaries: Tribute to God Tribute to Nation	Audio Visual Presentation
	Attendance check	Patria G. Lapara Nurse II
8:25 - 8:45 AM	Welcome Message	Dr. Avelina P. Tupa OIC-SGOD Chief
8:45 - 9:05 AM	Message	Dr. Margarito A. Cadayona, Jr. OIC-Schools Division Superintendent
Orientation Proper		
9:05 - 9:50 AM	Rationale, Objective, Legal Bases and Policy statement	Ma. Bella B. Ortiz Nurse II
9:50 - 11:00 AM	Governance Structure of SBFP	Adrian Marie C. Nuevo
	Target Beneficiaries for SY 2025-2026	Nurse II
	Financial Requirement	Therence James Prudenciado
11:00 - 12:00 PM	Food Commodities	Ma. Benjie B. Señora Nurse II
	Specifications and Quality Standards	
	Procurement	
	Delivery, Inspection and Acceptance	
12:00 - 1:00 PM	LUNCH BREAK	
1:00 - 2:00	Food Commodities	Adrian Marie C. Nuevo Nurse II
	Specifications and Quality Standards	
	Procurement	
2:00 - 2:25	Delivery, Inspection and Acceptance	Generson Nabual
2:25 - 3:25	Food Packaging and Distribution	Nikki Ivy S. Dollado Nurse II
	Precautionary Measures for NFP	
	Engagement with Partners	
3:25 - 4:15	Program Monitoring and Evaluation	Patria G. Lapara Nurse II
	Special provisions	
4:15 - 4:30	Workshop/ Consolidation of Report	
4:30 - 4:50 PM	Open Forum / Ways Forward	Sophia C. Monteron Nurse II
4:50 - 5:00 PM	Closing message	Dr. Arlene C. Catalan Medical Officer III