



2022.0103002

Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY  
GOVERNANCE AND FIELD OPERATIONS

UGFO No. 2022-03- 3676  
MEMORANDUM

FOR : Regional Directors  
Schools Division Superintendents

FROM : *Escobedo*  
ATTY. REVSEE A. ESCOBEDO  
Undersecretary  
Governance and Field Operations

SUBJECT : School-Based Feeding Program Implementation for SY 2023-2024

DATE : December 20, 2022

The School-Based Feeding Program being managed by the Department thru the Bureau of Learner Support Services-School Health Division (BLSS-SHD) respectfully requests all Regional Offices and Schools Division Offices to undertake the following in preparation for the implementation of the SBFP this SY 2023-2024:

A. For Nutritious Food Products (NFP) Component

1. A Partners' Forum on the SBFP-NFP Component is proposed in March 2023 to provide an opportunity for more domestic suppliers to showcase their food products for possible inclusion in the SBFP cycle menu and for possible serving in various school canteens. In the same manner, it is an opportunity for the SDO Focal Persons to evaluate and do market surveys of food products that are available in their respective areas.
2. Regional and SDO Focal Persons are requested to disseminate the information and invite their local suppliers of NFP who are interested to participate in the event. However, local suppliers should be responsible for the payment of their board and lodging expenses and setting-up of their booth for sampling. The estimated number of participants is at 250 pax from all ROs and SDOs nationwide. Only the first 100 organizations/companies will be accommodated to the activity.

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Tel. No.: (02) 8633-5313; (02) 8631-8492



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region

JAN 04 2023

January 3, 2023

TO: SCHOOLS DIVISION SUPERINTENDENTS  
SDO SBFP FOCAL PERSONS  
ALL OTHERS CONCERNED

For information and appropriate action.

*Estela P. Leon-Cariño*  
ESTELA P. LEON-CARIÑO EdD, CESO III  
Director IV/Regional Director



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3. Please note that only healthy foods compliant to DepEd standards may be allowed for presentation. More information on the event will be provided in February 2023. Interested parties are requested to register on or before January 31, 2023 by accessing this link: <https://bit.ly/Partners-Forum-Directory>

**B. For Milk Component**

1. Using the **SBFP Proposed List of Schools for FY 2023** with google sheet link <https://bit.ly/SBFP-List-of-Schools-FY2023>, start identifying schools recommended for pasteurized, sterilized, and powdered milk. Please identify as many schools as possible which can be served with pasteurized milk because this is the priority under RA 11037. Secondly, identify schools that are recommended and can be served with sterilized milk (schools that are far-flung and not accessible by pasteurized milk and delivery may take long hours). Lastly, identify schools that are best served with powdered milk (schools that are far-flung and not accessible by pasteurized/sterilized milk, delivery may take long hours or days, schools that can only be reached by foot, high delivery cost for sterilized milk).
2. For the regional offices, they are requested to **validate the schools recommended for SMP and powdered milk**. Please note that RA 11037 only recommends the serving of fresh milk or fresh milk-based products. However, after implementing the milk component for three (3) years, it was observed and duly noted that there are schools that are best served with powdered milk and fresh milk or fresh milk-based products are no longer practical to be served. This should be ready before milk mapping in March 2023.
3. Use SY 2021-2022 nutritional status data by school from the Planning Service or they can use their 2022 data if already available.

**C. Preparation of Catch-Up Plans**

ROs are requested to facilitate and gather the Catch-Up Plans of SDOs that will still implement FYs 2020, 2021, and 2022 for both NFP and Milk Components. They are given until May 2023 to complete the feeding period and complete the payments (for NFP component and commercial milk) or liquidation (for transactions with NDA/PCC) until July 2023.



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Please upload the Catch-Up Plan at <https://bit.ly/2021-2022-SBFP-Catch-up-plan> on or before December 29, 2022.

D. FY 2023 Implementation Timelines

Process/Activity	Timeline
1. Drafting and issuance of the SBFP Institutional Guidelines	September 2022-January 2023
2. Memorandum of Agreement for Milk <ul style="list-style-type: none"><li>• Preparation and Legal Review of Mother &amp; Operating MOA</li><li>• Signing of Mother MOA between DepEd and NDA/PCC</li><li>• Signing of Operating MOAs between SDOs and NDA/PCC</li></ul>	September-December 2022 January 2023 February-March 2023
3. Release of Funds <ul style="list-style-type: none"><li>• Comprehensive Release to ROs</li><li>• Downloading of PSF to ROs and SDOs</li></ul>	January 2023 February 2023
4. Supply Mapping for NFP and Milk	April-March 2023
5. Procurement Process by SDOs <u>NFP</u> <ul style="list-style-type: none"><li>• Conduct of Market Survey and preparation of documents (Cycle Menu, Tech Specs, WFP, PPMP, APP, Authority to Procure, Project Proposal)</li><li>• Conduct of Procurement Process (Competitive bidding or Small-Value Procurement)</li><li>• Request of NCA from DBM</li><li>• Awarding of NOA/Contract/NTP</li><li>• Distribution of NFPs</li></ul> <u>Milk - for SDOs without pending implementation</u> <ul style="list-style-type: none"><li>• Signing of OpMOA</li><li>• Request of NCA from DBM</li><li>• Fund Transfer to NDA/PCC</li><li>• Procurement Process by NDA/PCC</li></ul>	February-March 2023  April-May 2023 May-June 2023 June-July 2023 August 2023-February 2024  February-March 2023 March 2023 May 2023



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<ul style="list-style-type: none"><li>• Distribution of Milk</li></ul> <p><b><u>Milk - for SDOs with pending implementation</u></b></p> <ul style="list-style-type: none"><li>• Signing of OpMOA</li><li>• Request of NCA from DBM</li><li>• Fund Transfer to NDA/PCC</li><li>• Procurement Process by NDA/PCC</li><li>• Distribution of Milk</li></ul>	June-August 2023 August-December 2023  May-June 2023 May-June 2023 July-August 2023 September-October 2023 November 2023-February 2024
6. Actual Feeding <ul style="list-style-type: none"><li>• NFP (120 days)</li><li>• Milk (43 days)</li></ul>	Within August 2023-February 2024
7. Payment or Liquidation <ul style="list-style-type: none"><li>• NFP and Milk from Commercial Sources (Staggered Payments)</li><li>• Fund Transfer to NDA/PCC</li><li>• Liquidation by NDA/PCC</li></ul>	Within August 2023-February 2024 May, June-July 2023 Within August 2023-April 2024

E. SBFP Activities for FY 2023

The following are the proposed activities in the SBFP Work and Financial Plan:

Activities	Involved Regions	Venue	Date
Capacity-Building on the Establishment of Central Kitchens - Batch 1	I, II, III, & CAR	Region III	Feb. 6-10, 2023
Capacity-Building on the Establishment of Central Kitchens - Batch 2	IV-A, IV-B, V, & NCR	NCR or Region IV-A	Feb. 13-17, 2023
Capacity-Building on the Establishment of Central Kitchens - Batch 3	VI, VII, VIII, & IX	Region VII	Feb. 20-24, 2023



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Capacity-Building on the Establishment of Central Kitchens - Batch 4	X, XI, XII, & Caraga	Region VII	Feb. 27-March 3, 2023
Workshop on the Finalization of the SBFP Food Safety Protocols	All Regions	Region VI	March 7-10, 2023
SBFP Partners' Forum	All Regions	Region IV-A	March 28-31, 2023
Training on Basic Food Safety (Renewal), 2 Batches	All Regions	Region VI	April 24-28, 2023
Finalization of the SBFP Roadmap	All Regions	Region VII	May 16-19, 2023
SBFP PIR & Planning Workshop - Batch 1	I, II, III, & CAR	CAR	July 4-7, 2023
SBFP PIR & Planning Workshop - Batch 2	IV-A, IV-B, V, & NCR	Region IV-A	July 11-14, 2023
SBFP PIR & Planning Workshop - Batch 3	VI, VII, VIII, & IX	Region VII	July 18-21, 2023
SBFP PIR & Planning Workshop - Batch 4	X, XI, XII, & Caraga	Region IV-B	July 25-28, 2023
Training on Hazard Analysis & Critical Control Points (Renewal), 2 Batches	All Regions	Region VII	August 7-11, 2023
Training on Food Safety Compliance Officers (Renewal) - Batch 1	Regions I, II, III, IV-A, IV-B, V, NCR, & CAR	Region IV-A	September 11-15, 2023
Training on Food Safety Compliance Officers (Renewal) - Batch 1	Regions VI, VII, VIII, IX, X, XI, XII, &	Region IV-A	October 11-15, 2023

Ground Floor, Rizal Building, DepEd Complex, Meralco Avenue Pasig City 1600

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	Caraga		
Capacity-Building on Budgeting & Procurement - Batch 1	I, II, III, & CAR	Region I	November 7-10, 2023
Capacity-Building on Budgeting & Procurement - Batch 2	IV-A, IV-B, V, & NCR	Region IV-A	November 14-17, 2023
Capacity-Building on Budgeting & Procurement - Batch 3	VI, VII, VIII, & IX	Region VII	November 21-24, 2023
Capacity-Building on Budgeting & Procurement - Batch 4	X, XI, XII, & Caraga	Region X	November 27-30, 2023
Progress Monitoring		Region I Region II Region III Region IV-A Region IV-B Region V Region VI Region VII Region VIII Region IX Region X Region XI Region XII Caraga CAR NCR	Sept 25-29 Oct 25-29 Aug 14-18 Aug. 29-Sept. 1 March 20-24 Oct 18-22 May 8-12 July 31-Aug 4 Oct 4-8 April 17-21 May 22-26 March 13-17 June 19-23 June 5-9 Sept 18-22 May 2-5

For future queries on SBFP, please contact Ms. Magdalene Portia T. Cariaga, Sr. Educ. Program Specialist, or Ms. Mei-Ling V. Duhig, HEPO III, or Mr. Ferdinand M. Nunez, Technical Assistant II from the BLSS-SHD or they may be reached thru email at [sbfp@deped.gov.ph](mailto:sbfp@deped.gov.ph).