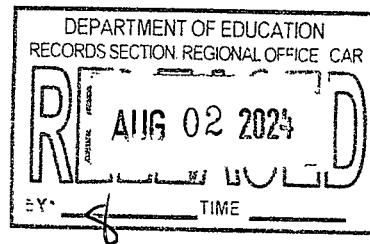




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION



02 August 2024

**REGIONAL MEMORANDUM**

No. 513.2024

**REMINDER FOR THE TAGGING OF THE SCHOOL-BASED FEEDING PROGRAM (SBFP) BENEFICIARIES IN THE LEARNER INFORMATION SYSTEM (LIS)**

To: Assistant Regional Director  
Schools Division Superintendents  
School Health Personnel  
All Others Concerned

1. This office disseminates OM-OUOPS-2024-09-05523 entitled "Reminder for the Tagging of the School-Based Feeding Program (SBFP) Beneficiaries in the Learner Information System (LIS)" to ensure tracking of the SBFP beneficiaries.
2. All SBFP Focal Persons and others concerned are requested to coordinate with schools to ensure that SBFP beneficiaries are tagged in the LIS school database at the Start of the School Year and again at the End of School Year starting SY 2024-2025.
3. Tagging of SBFP beneficiaries for SY 2023-2024 is still encouraged if applicable.
4. A copy of the Memorandum is attached as Annex 1.
5. For concerns and clarifications, please contact Georgina Ducayso, ESSD Chief through email [car.essd@deped.gov.ph](mailto:car.essd@deped.gov.ph) or Diane B. Joaquin, Nutritionist Dietitian II or through email [diane.joaquin@deped.gov.ph](mailto:diane.joaquin@deped.gov.ph) or mobile number 09564078478.
6. Immediate dissemination and compliance with this Memorandum is desired.

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

Enclosure: as stated  
ESSD/GDC/dbj/ Additional SBFP Guidelines for SY 2023-2024 and SY 2024-2025



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Republika ng Pilipinas  
**Department of Education**

**OFFICE OF THE UNDERSECRETARY FOR OPERATIONS**

**MEMORANDUM**

**OM-OUOPS-2024-9-05523**

**FOR : REGIONAL DIRECTORS  
 SCHOOLS DIVISION SUPERINTENDENTS**

**FROM : *[Signature]*  
 ATTY. REVSEE A. ESCOBEDO  
 Undersecretary for Operations**

***[Signature]*  
 DR. DEXTER A. GALBAN  
 Assistant Secretary for Operations**

**SUBJECT : REMINDER FOR THE TAGGING OF THE SCHOOL-  
 BASED FEEDING PROGRAM (SBFP) BENEFICIARIES IN  
 THE LEARNER INFORMATION SYSTEM (LIS)**

**DATE : 4 July 2024**

This has reference to the Memorandum OUOPS No. 2023-03-4363 regarding the request of the Bureau of Learner Support Services (BLSS), through the School Health Division (SHD), on the measurement of the retention rate of the SBFP beneficiaries for SY 2023-2024 and onwards through the Learner Information System (LIS), this will ensure tracking of the SBFP beneficiaries.

BLSS-SHD coordinated with the Planning Service-Education Management Information System Division (PS-EMISD) to retrieve the retention rate of the SBFP beneficiaries for SY 2023-2024. However, only 100,000 beneficiaries have been tagged.

Therefore, all SBFP Focal Persons are requested to coordinate with the schools to ensure that SBFP beneficiaries are tagged in the LIS school database at the Start of the School Year (SOSY) and again at the End of the School Year (EOSY) starting SY 2023-2024. For guidance, please refer to the attached SBFP Tagging Tutorial Guide to ensure that all schools tag their SBFP beneficiaries.

For further inquiries or clarification, please contact Dr. Maria Corazon C. Dumlao, Ms. Magdalene Portia T. Cariaga, or Ms. Mei-Ling V. Duhig, BLSS-SHD, at cell phone numbers 09175620849 or 09993056058, tel. no. 8632-9935/or via email at [sbfp@deped.gov.ph](mailto:sbfp@deped.gov.ph).



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Doc. Ref. Code	OM-OUOPS	Rev	01
Effectivity	03.23.23	Page	1 of 5



05523

# SBFP Tagging Facility

## Reminders:

- A facility to tag learners who are School Based Feeding Program beneficiaries.
- This facility is only available for public schools to all levels (K-12).
- For SHS, only learners enrolled 2<sup>nd</sup> semester are allowed to be tagged.

## Steps:

1. Go to LIS website <http://lis.deped.gov.ph/> and login using the School user account.

Please sign in

Sign in

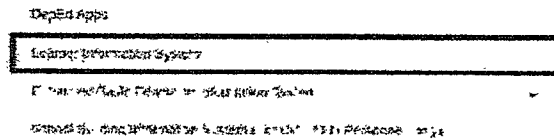
Forgot password?

For class teachers, request School Head or designated school system administrator to reset password. For Regional Office, request Division Planning Office to reset password.



### Steps:

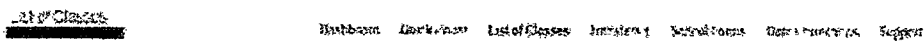
2. Once logged-in, click the Learner Information System link.



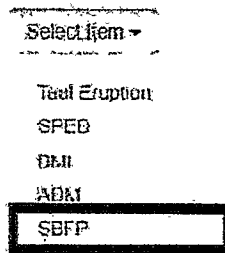
### Note:

For Integrated Schools, user need to switch account context to secondary level to reflect the masterlist for secondary learners (including SHS).

3. In the Dashboard, click the List of Classes tab.



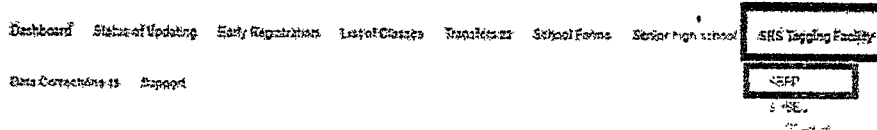
4. Click "Select Item" dropdown list, then select "SBFP".



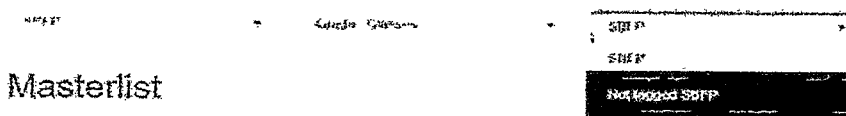
## Steps:

For SHS:

Click the SHS Tagging Facility. Then, click SBFP.



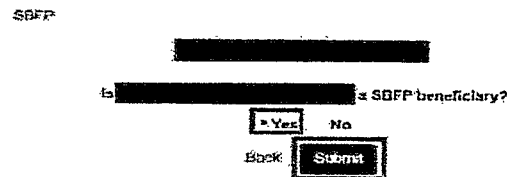
5. In the dropdown, select Not tagged SBFP.



6. Click the pencil icon alongside the learner's profile to be tagged/updated.



7. Click Yes option. Then click the Submit button.

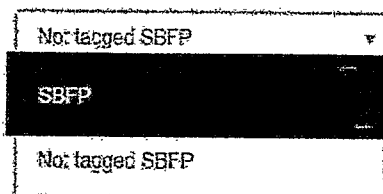


## Steps:

A notification message will be displayed once successfully updated.

Learner updated

- To see the list of learners' who were tagged as SBFP beneficiaries, click the SBFP in the dropdown.



The learner with Y under SBFP column indicates that the learner is already tagged as SBFP beneficiary.

### Masterlist

SBFP - List of DepEd Learning Program Beneficiaries

Exclusion

Learner	Gender	Date of initial enrollment	SBFP	Option
1		12/1/16	Y	None ✓
2		8/27/17	Y	None ✓
3		10/1/17	Y	None ✓





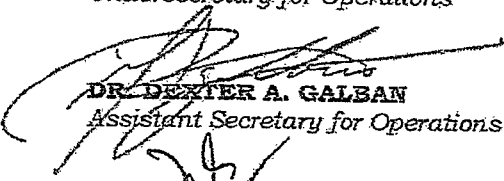
Republic of the Philippines  
**Department of Education**  
**OPERATIONS**


OUOPS No. 2023-03-4643

**MEMORANDUM**

TO : **ROGER B. MASAPOL**  
Director IV, Planning Service

FROM :   
**ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations

  
**DR. DEXTER A. GALBAN**  
Assistant Secretary for Operations

  
**NENNETTE ESPLANA-ALAMA**  
Director IV

SUBJECT : **Request for the Measurement of the Retention Rate of the School-Based Feeding Program (SBFP) Beneficiaries for SY 2023-2024**

DATE : 2 May 2023

The School-Based Feeding Program (SBFP) is one of the Department's big ticket programs which aims to address hunger and encourage learners to enroll and attend school, contribute to the improvement of their nutritional status, provide nourishment for their growth and development and help boost their immune system, and enhance and improve their health and nutrition values and behavior. As a learner-support program, it aims to feed the undernourished learners and keep them in school.

Anent to this, the Bureau of Learner Support Services (BLSS), through the School Health Division (SHD), is respectfully requesting for the measurement of the retention rate of the in-coming SBFP beneficiaries for SY 2023-2024 and onwards either through the Learner Information System (LIS) or the Enhanced Basic Information System (EBEIS). The data is being requested to assess the program's contribution to the beneficiaries' learning outcomes. These data are important and

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part of the verification that may directly or indirectly connect to the gains of the SBFP to the learners.

For any concerns and clarifications regarding this matter, you may contact Ms. Magdalene Portia T. Cariaga, Senior Education Program Specialist and SBFP Team Lead, and Ms. Mei-Ling V. Duhig, Health Education Program Officer III, thru email at [sbfp@deped.gov.ph](mailto:sbfp@deped.gov.ph) or cp no. 0923-8715146.

Thank you very much.