



Republic of the Philippines
Department of Education
Cordillera Administrative Region

JUL 07 2021

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05 July 2021

REGIONAL MEMORANDUM

No. 274-2021

PARTICIPANTS TO THE ORIENTATION OF THE SCHOOL-BASED FEEDING PROGRAM OPERATIONAL GUIDELINES FY 2021

To: Schools Division Superintendents
Assistant Schools Division Superintendents
SBFP Focal Persons
All Others Concerned

1. In reference to the Memorandum released by the Bureau of Learners Support Service-School Health Division dated June 11, 2021 on the conduct of **Orientation on the School-Based Feeding Program (SBFP) Operational Guidelines for FY 2021**, participants to the activity are the following:

- a. Schools Division Superintendents
- b. Assistant Schools Division Superintendents
- c. School Governance and Operations Division Chiefs
- d. SDO SBFP Focal Persons
- e. SDO Finance Chairpersons
- f. SDO BAC Chairpersons

2. List of attending participants shall be submitted through email at essd.depedcar@gmail.com or through the SBFP Group Chat and are respectfully requested to Register at <https://bit.ly/Registration-Form-Orientation-on-SBFP-Guideline> on or before July 6, 2021.

3. Copy of the Memorandum is attached in Enclosure 1 for further details.

4. For questions, please contact Ms. Diane B. Joaquin through phone at 09303920387 or 09564078478 or email at diane.joaquin@deped.gov.ph.

5. Immediate dissemination and strict compliance with this Memorandum is desired.

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

ESSD/ETM/abf



Enclosure 1. Copy of the Memorandum



Republic of the Philippines
 Department of Education
 BUREAU OF LEARNER SUPPORT SERVICES
 DepEd Complex, Meralco Avenue, Pasig City

MEMORANDUM

FOR : REGIONAL DIRECTORS
 Regions I-XII, Caraga, CAR, & NCR

FROM : LOPE B. SANTOS III
 OJC, Office of the Director IV

SUBJECT : ORIENTATION ON THE SCHOOL-BASED FEEDING PROGRAM (SBFP) OPERATIONAL GUIDELINES FOR FY 2021

DATE : 11 June 2021

The Department of Education, through the Bureau of Learner Support Services - School Health Division (BLSS-SHD), shall conduct a Virtual Orientation on the School-Based Feeding Program (SBFP) Operational Guidelines for FY 2021 via MS Teams from 9:00am - 4:00pm. The participants to the activity are the Regional Directors, SBFP Focal Persons from the Regional and Schools Division Offices, Finance Chiefs, Education Support Service Division (ESSD) Chiefs, Schools Division Superintendents (SDS), Assistant Schools Division Superintendents (ASDS), School Governance and Operations Division (SGOD) Chiefs, Schools Division Office (SDO) Finance and SDO RAC Chairpersons. The participants/resource persons/speakers from partner agencies are Food and Nutrition Research Institute (FNRI), Philippine Carabao Center (PCC), National Dairy Authority (NDA), Department of Agrarian Reform (DAR), Department of Agriculture (DA), Department of Social Welfare and Development (DSWD), and National Irrigation Administration (NIA).

Part 1 (Day 1)	1,555 Pax	July 6, 2021
Part 1 (Day 2)	1,555 Pax	July 7, 2021
Part 2 Regional Clusters		
Batch 1 - Region I, II, III & CAR	211	July 12, 2021/ 9:00am-12:00nn
Batch 2 - Region IVA, IVB, V & NCR	99	July 13, 2021/ 9:00am-12:00nn
Batch 3 - Region VI, VII, VIII & IX	108	July 14, 2021/ 9:00am-12:00nn
Batch 4 - Region X, XI, XII & Caraga	113	July 15, 2021/ 9:00am-12:00nn

The activity aims to:

1. conduct orientation of the operational guidelines of SBFP (Part 1);
2. discuss/clarify issues and concerns in the implementation of the program and interpose possible solutions to the problem/s (Part 2);
3. present/share preparatory activities conducted by the ROs/SDOs; and
4. gather the SDOs' Implementation Arrangements for SY 2021-2022.

Expected participants are respectfully requested to attend the orientation and do the following:

1. Register at <https://bit.ly/Registration-Form-Orientation-on-SBFP-Guidelines> starting June 28, 2021 to July 5, 2021.
2. Accomplish the attached Implementation Timelines and Arrangements and submit it by email at sbfp.milk@deped.gov.ph a week after the Orientation activity.
3. Participants are also requested to go online 10 minutes before the announced time.
4. Claim the Certificate of Participation thru DepEd PD-LMS (<https://training.deped.gov.ph>), the Enrolment Key will be announced before the end of the activity.

It is likewise requested that participants be allowed to claim communication expenses per DO No. 38, s. 2020 and meal reimbursement chargeable against SBFP Program Support Funds subject to the usual accounting and auditing rules and regulations. Attached for ready reference are the tentative Program of Activities and the Implementation Timelines and Arrangements template.

For further details, Mei-Ling V. Duhig, Health Education and Promotion Officer III, School Health Division may be contacted at cellphone nn. 0923-8715146 or email at sbfp@deped.gov.ph/meiling.duhig@deped.gov.ph.

PROGRAM OF ACTIVITIES

Virtual Orientation on the School-Based Feeding Program Operational Guidelines – Part I (All ROs & SDOs) July 6, 2021		Person Responsible
8:30am- 9:00am	<p>Checking online Attendance/connection check</p> <p>Opening program Prayer Pambansang Awit Welcome Remarks Atty. Salvador C. Malana III <i>Assistant Secretary for Procurement and Administration</i></p> <p>Inspirational Message Usec. Alain Del B. Pascua <i>Undersecretary for Administration</i></p> <p>Introduction of the Keynote Speaker Dir. Lope B. Santos III <i>OIC, Director IV, BLSS</i></p> <p>Keynote Address Hon. Karlo Alexei B. Nograles <i>Cabinet Secretary</i></p>	
9:00-9:10am	Mechanics of the Activity	
	ORIENTATION PROPER- PART 1	
9:10- 11:00am	<p>Presentation of the SBFP Operational Guidelines for SY 2021-2022 <i>Dr. Maria Corazon C. Dumlao</i></p>	
11:00-am 12:00nn	<p>Process Flow of SBFP – NFP Implementation <i>Ms. Mei-Ling V. Duhig</i></p>	
12:00- 1:00pm	Lunch Break	
1:00-1:30	<p>Process Flow of SBFP – Milk Implementation <i>Ms. Magdalene Portia T. Cariaga</i></p>	
1:30-2:00	Financial Management - Finance	
2:00-3:00	Procurement Procedure	
3:00-3:30	Milk Implementation by NDA	
3:30-4:00	Milk Implementation by PCC	

July 7, 2021 (2nd Day)		Person Responsible
8:30am - 9:00am	Checking online Attendance/connection check Prayer	
ORIENTATION PROPER- PART 1-Day 2		
9:00-9:30	DOST-FNRI Food Adoptors	
9:30-10:00	DAR and Agrarian Reform Organizations (ARBOs)	
10:00-10:30	DA and Farmers Associations, Cooperatives and Fisherfolks	
10:30-11:00	DSWD-Sustainable Livelihood Program Associations (SLPAs)	
11:00-11:30	Safety Protocols Amidst COVID-19	
11:30-12:00nn	SBFP Forms Ms. Ma. Lee L. Alpuerto	
12:00-1:00pm	Lunch Break	
1:00-1:30	Preparation of Work & Financial Plan	
1:30-2:00	Presentation of Good Practices at the SDO Level (NFP)	
2:00-2:30	Presentation of Good Practices at the SDO Level (Milk)	
Closing Message - Dir. Lope B. Santos III		

Part 2 (Regional Cluster) July 12,13, 14 & 15, 2021		Person Responsible																				
9:00-9:15am	Checking online Attendance/Connection check Prayer Pambansang Awit																					
9:15-9:30	Mechanics of the Activity																					
9:30-12:00nn	Question and Answer/Open Forum - Nutritious Food Products (Supply, Cycle Menu, etc.), Fresh/Pasteurized Milk, Logistics & Delivery, Procurement, Financial Management, & Other Matters																					
	<table border="1"> <thead> <tr> <th>Batch</th> <th>Date/Time</th> <th>Region</th> <th>No. of Participants</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>July 12/ 9:00am-12:00nn</td> <td>I,II, III, & CAR</td> <td>211</td> </tr> <tr> <td>2</td> <td>July 13/ 9:00am-12:00nn</td> <td>IV-A, IV-B, V & NCR</td> <td>99</td> </tr> <tr> <td>3</td> <td>July 14/ 9:00am-12:00nn</td> <td>VI, VII, VIII & IX</td> <td>108</td> </tr> <tr> <td>4</td> <td>July 15/ 9:00am-12:00nn</td> <td>X, XI, XII, Caraga</td> <td>113</td> </tr> </tbody> </table>	Batch	Date/Time	Region	No. of Participants	1	July 12/ 9:00am-12:00nn	I,II, III, & CAR	211	2	July 13/ 9:00am-12:00nn	IV-A, IV-B, V & NCR	99	3	July 14/ 9:00am-12:00nn	VI, VII, VIII & IX	108	4	July 15/ 9:00am-12:00nn	X, XI, XII, Caraga	113	
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