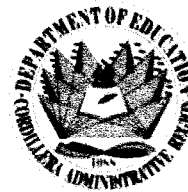




Republic of the Philippines  
DEPARTMENT OF EDUCATION  
**CORDILLERA ADMINISTRATIVE REGION**

Wangal, La Trinidad, Benguet, 2601  
Website: [www.depedcar.ph](http://www.depedcar.ph) | Email: [car@deped.gov.ph](mailto:car@deped.gov.ph)



October 10, 2017

REGIONAL MEMORANDUM  
No. 303.2017

TO: Schools Division Superintendents  
All Schools Divisions

FROM: **MAY B. ECLAR, Ph.D., CESO V**  
Officer-In-Charge  
Office of the Regional Director

RELEASED  
OCT 11 2017  
DEPED-CAR Time: \_\_\_\_\_

SUBJECT: **REGIONAL SEARCH FOR OUTSTANDING IMPLEMENTERS OF THE SCHOOL-BASED FEEDING PROGRAM**

1. The implementation School-Based Feeding Program (SBFP) for School Year 2017-2018 have started in all the Schools Division Offices.
2. The SBFP covers all Severely Wasted (SW) and Wasted (W) Kindergarten to grade 6 pupils that aims to improve the nutritional status of the beneficiaries by at least 70% at the end of 120 feeding days. It also aims to increase classroom attendance by 85% to 100% and improve the pupil's health and nutrition values and behavior.
3. This School Year 2017-2018, a Regional Search shall be conducted to acknowledge the efforts and document best practices of implementing schools.
5. The Schools Division shall submit two (2) entry schools together with the Division Level Evaluation Sheet and school documentation to the Regional Director, Attn.: Education Support Services Division, DepEd-CAR, Wangal, La Trinidad, Benguet on or before November 3, 2017.
6. The Regional Awarding for the Search will be on December 5, 2017 at the RNEAP, DepEd-CAR, Wangal, La Trinidad, Benguet.
6. Enclosed is the Guidelines on the conduct of the Search.
7. Immediate dissemination of this Memorandum is desired.

**Contact Numbers (Area Code: 074):**

Office of the Regional Director	422-1318	Administrative Division	422-1804	CLMD	422-7096	HRDD	422-9590
Fax	422-4074	Cash Section	423-2215	LRMDS	422-0615	NEAP-R	422-5500
Office of the Regional Director / mbasbfpsearch	422-9590	Payroll Section	424-3993	ESSD	423-2218	PPRD	422-9590
ICT Unit	422-1318	Records Section	423-2213	Finance Division	422-5155	QuAD	422-5187
Public Affairs Unit	422-1318	Supply Section	422-2198	FTAD	424-5187	COA	422-7434
Legal Unit	423-2214	General Services Unit	422-1804				

certificates

**Guidelines on the Conduct of the Regional Search for Outstanding Implementers of the School-Based Feeding Program (SBFP)**

**I. Evaluation Process**

**A. Division Level**

1. The SDS shall form a Schools Division Search Committee who shall evaluate the SBFP implementing schools.
2. The Schools Division Search Committee shall evaluate the schools and shall choose two (2) schools to represent the division.
3. The SDS shall nominate the two (2) entry schools to the Regional Director together with the Division Level Evaluation Sheet and school documentation of their implementation.

**B. Regional Level**

1. The Regional Director (RD) shall form a Regional Search Committee who shall evaluate the school entries to the contest.
2. The Regional Search Committee shall evaluate the schools and shall choose three (3) winners to be awarded as Regional Outstanding SBFP Implementers.
3. The school with the highest score shall be ranked as first, the school with the second highest score shall be ranked as second, and the school with the lowest score among the three winners shall be ranked as third.
4. The three (3) Regional Outstanding SBFP Implementers shall vie for the 2018 National SBFP Excellence Award sponsored by the Jollibee Group Foundation (JGF).

**II. Time Frame**

Phases	Persons Responsible	Date
<ul style="list-style-type: none"> <li>• Division selection and submission of schools to represent the division</li> </ul>	Division Search Committee	October 2017
<ul style="list-style-type: none"> <li>• Regional evaluation and awarding of the Outstanding Implementer of SBFP</li> </ul>	Regional Search Committee	November –December 2017

**III. Awards and Prizes**

Awards	Prizes
Regional Winners of the Search for Outstanding Implementer SBFP <ul style="list-style-type: none"> <li>• First Place</li> <li>• Second Place</li> <li>• Third Place</li> </ul>	<ul style="list-style-type: none"> <li>• P50,000 cash prize plus trophy and certificates</li> <li>• P30,000,000 cash prize plus trophy and certificates</li> <li>• P20,000.00 cash prize plus trophy and certificates</li> </ul>

**Evaluation Tool for the Search for Outstanding School Implementer of the School-Based Feeding Program (SBFP)**

	<b>Points</b>	<b>Score</b>
<b>1 Percentage of beneficiaries rehabilitated to normal status</b>	<b>10</b>	
10 points if all beneficiaries rehabilitated to normal status		
8 points if at least 90% rehabilitated to normal status		
6 points if at least 70-89% rehabilitated to normal status		
<b>2 Percentage attendance of beneficiaries</b>	<b>5</b>	
5 points if all beneficiaries attained at least 85-100% attendance.		
4 points if not all beneficiaries attained at least 85-100% attendance.		
<b>3 Compliance to guidelines</b>	<b>8</b>	
Creation of SBFP Core Group	1	
Orientation for Implementers conducted	1	
Provisions of RA 9184 (complete with supporting documents) complied with	1	
Nutritional assessment conducted	1	
Deworming conducted	1	
Separate area for feeding provided	1	
Food safety standards followed	1	
Daily feeding supervised by school head	1	
<b>4 Vegetable Garden</b>	<b>10</b>	
10 points if establishment of vegetable garden & at least 50% of harvests channeled to feeding (should be supported by documents)		
8 points if vegetable garden was established but less than 50% of harvests were channeled to feeding (should be supported by documents)		
<b>5 Establishment of home gardens by the families of beneficiaries</b>	<b>5</b>	
5 points if 100% of the families of the beneficiaries were able to establish home gardens		
4 points if at least 90% of the families of the beneficiaries were able to establish home gardens		
3 points if less than 90% of the families of the beneficiaries were able to establish home gardens		
<b>6 Development of health &amp; nutrition values &amp; behavior</b>	<b>10</b>	
2 points if the activities below were conducted daily		
1 point if the activities below were conducted but not daily		
Hand washing before & after feeding	2	
Prayer before & after meals	2	
Good table manners	2	
Good grooming & personal hygiene	2	
Nutrition Education	2	

<b>7 Presence &amp; Completeness of the following forms:</b>	<b>16</b>	
2 points for every form properly-filled-up and updated		
1 point only if filled-up but not complete and updated		
Cycle Menu		
Market Form		
WFP		
PPMP/APP		
Request for Quotation		
List of names of beneficiaries		
SBFP Forms 1-4		
<b>8 Prompt submission of liquidation Reports</b>	<b>10</b>	
10 points if on-time liquidation of at least 75% of cash advance		
8 points if liquidation of at least 75% of cash advance but not on-time		
8 points if on-time liquidation but not 75% of cash advance		
<b>9 Documentation of good practices developed</b>	<b>5</b>	
5 points if good practices developed are recorded and documented		
4 points or less if good practices were developed but not documented		
<b>10 Involvement/support of parents &amp; community</b>	<b>5</b>	
5 points if the involvement/support of parents & community are recorded and documented		
4 points or less if there is involvement/support of parents & community but not documented		
<b>11 Conduct of advocacy and social/resource mobilization activities</b>	<b>3</b>	
5 points if advocacy and social/resource mobilization activities are recorded and documented		
4 points or less if advocacy and social/resource mobilization activities were conducted but not documented		
<b>12 Practiced composting in schools</b>	<b>3</b>	
5 points if composting was conducted and compost pit is functional		
4 points or less if composting was conducted but compost pit is no longer functional		
<b>13 Practiced waste segregation in schools</b>	<b>3</b>	
5 points if waste segregation is being practiced & trash cans are provided		
4 points or less if waste segregation is being practiced but no trash cans provided		
<b>14 Coordination with the barangay on livelihood trainings</b>	<b>2</b>	
2 points if livelihood trainings were coordinated with the barangay & conducted		
1 point if livelihood trainings were coordinated with the barangay but not conducted		
<b>15 Result of interview with parents</b>	<b>5</b>	
5 points if all respondents gave positive feedback from the interview		
4 points or less if not all respondents gave positive feedback from the interview		
<b>TOTAL:</b>	<b>100</b>	

**Search for Outstanding Implementers of the School-Based Feeding Program (SBFP)**

**INTERVIEW WITH PARENTS/BARANGAY OFFICIALS**

Region : \_\_\_\_\_

Division: \_\_\_\_\_

District: \_\_\_\_\_

School: \_\_\_\_\_

**Instruction:** This interview should be accomplished only by the members of the National Evaluation Team. At least four (4) parents and one (1) barangay official should be interviewed.

**1. Mayroon bang naitulong ang programa sa kalusugan ng inyong anak/ ng mga bata?  
Ano-ano ang mga ito?**

**2. Ano ang inyong masasabi sa naging implementasyon ng Punong-guro at mga guro sa programa?**

**3. Naniniwala ba kayo na karapat-dapat manalo ang inyong paaralan sa Search for Outstanding School Implementer of SBFP ? Bakit?**

**Respondent's Name & Signature:** \_\_\_\_\_

**Contact Number:** \_\_\_\_\_

**Interviewed by:** \_\_\_\_\_

**Date:** \_\_\_\_\_