



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V - BICOL

TANGGAPANG PANSANGAY NG CATANDUANES

November 13, 2024

DIVISION MEMORANDUM
SGOD-SHN-DM 597 s. 2024

DIVISION IMPLEMENTATION OF THE SCHOOL-BASED FEEDING PROGRAM FOR NUTRITIOUS FOOD PRODUCTS (SBFP-NFP) FOR S.Y. 2024-2025

To : Assistant Schools Division Superintendent
Chiefs, SGOD and CID
Public Schools District Supervisors/In- Charge of the Districts
Public Elementary School Heads
All Others Concerned

1. The Department of Education (DepEd) through the Bureau of Learner- Support Services- School Health Division (BLSS-SHD), upholds its commitment to providing good nutrition to learners and the implementation of the School- Based Feeding Program to address hunger, encourage enrollment of learners, enhance nutritional well-being, provide nourishment for their growth and development, help boost their immune system and improve their health and nutrition standards.

2. Anchored on the DepEd orders enumerated below, the "Operational Guidelines on the Implementation of The School-Based-Feeding Program for Nutritious Food Products (SBFP-NFP) for School Year 2024-2025" hereby issued.

- a) DepEd Order No. 31, s. 2021, pertaining to the "Operational Guidelines on the Implementation of the School-Based Feeding Program".
- b) DepEd Order No. 38, s. 2022, which details the "Supplemental Guidelines No. 2 to DepEd Order No. 031, dated 2021".
- c) DepEd Order No. 10, s. 2022, presenting the "Supplemental Guidelines on DepEd Order No. 031, dated 2021".

3. All Public Elementary Schools in this Division are directed to adhere to the Operational Guidelines on the Implementation of The School-Based Feeding Program for Nutritious Food Products (SBFP-NFP) for School Year 2024-2025 as outlined in this memorandum under enclosure A.

4. For inquiries and clarification, you may reach out to the designated focal persons of the Division SBFP.

- a) Ma. Theresa G. Abundo – Division SBFP (NFP) focal Person/
CP # 09204833497
- b) Jennifer S. Casallo – Division SBFP (Milk) Focal Person/
CP # 09208169533

5. For information, guidance and compliance of all concerned.

CECILE C. FERRO, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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Enclosure A

OPERATIONAL GUIDELINES ON THE IMPLEMENTATION OF THE SCHOOL-BASED FEEDING PROGRAM FOR NUTRITIOUS FOOD PRODUCTS (SBFP-NFP) FOR SCHOOL YEAR 2024-2025

A. Recipients Schools and Beneficiaries:

1. All 234 elementary schools of the SDO are covered by the program.
2. The beneficiaries are the Severely Wasted and Wasted Kinder to Grade 6 learners for S.Y. 2024-2025, with a total number of 8,682.

B. Menu:

1. The 20 - Day Cycle Menu for 160 days of Nutritious Food Products (NFP) includes the following:
 - a) The DOST-FNRI NFP Enhanced Nutribun (Squash or Carrot flavor) must be 80 gms. each per pack for every beneficiaries.
 - b) The Nutricookies (Choco or malunggay flavor) are 60 gms. each per pack.
 - c) The Nutripacks (arrozcaldo or champorado flavor) are 100 gms. each per pack
 - d) The Banana chips (any flavor) iare 50 gms. per pack or Cereals (choco flavor) is 70gms. per pack.
 - e) The Iron-Fortified Rice (IFR) (raw and uncooked) is 250 gms. per pack
2. Attached is the detailed 20-day Cycle Menu

C. Food Packaging

1. Nutritious Food Products (NFP) should be individually packed in food-grade pouches. The Packaging must clearly and readably indicates the Manufacturing Date and Expiration Date for each products.
 - a. Enhanced Nutribun - expiration date should be at least 5 days from the date of manufacturing.
 - b. Iron-Fortified Rice and other nutritious food products - expiration date should be at least 3 to 6 months from the date of delivery.
2. All Nutritious Food Products to be distributed / delivered to schools must be hygienically packed in an environment-friendly bag in accordance to its specifications as to serving size, quantity and quality and food packaging.
3. Any shortage of packs and any signs of damage on the Nutritious Food Products during delivery must be reported to the delivery personnel for replacement on the next delivery schedule.



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D. Schedule of Distribution / Delivery

1. The delivery schedule will be once a week, every Monday at 8:00am to 12noon. (Monday to Friday ration) to 234 schools as drop-off points.
2. The Nutribuns, Nutricookies, Banana Chips and Cereals will be served to beneficiaries in school as snacks from Monday to Wednesday while the Nutripacks and Iron-Fortified rice will be given to the beneficiaries to be cooked and eaten at home, on Thursday and Friday.

E. Implementation:

1. The implementation of the School-Based Feeding Program for Nutritious Food Products, S.Y. 2024-2025 will start on November 11, 2024 and will end on April 15, 2025.
2. Double feeding will be conducted if the feeding days exceed the number of school days, subject to the approval of the Regional Director prior to the implementation to complete the 160 feeding days.
3. Holidays will be included in the counting of feeding days. If the Holidays falls on a Monday, the delivery schedule would be on the following day, Tuesday. In case of class suspension due to weather inclement that falls on a Monday, the delivery will resume once cancellation of classes is lifted.

F. Term of Reference:

1. School Personnel

- a. School Heads and School Inspection Team will receive the Nutritious Food Products.
- b. School Inspection Team will ensure that the delivered NFP is according to its specifications as to quality and quantity. They will accomplish the Acknowledgement Receipt Form (AR) and Inspection and Acceptance Report Form (IAR), as proof that the school received the specified quantity and quality of the Nutritious Food Products.
- c. The School Inspection Team has the right to demand delivery personnel to countercheck the food packs before signing the AR and IAR

2. Division Program Coordinators

- a. Ma. Theresa G. Abundo – Division SBFP (NFP) focal Person
CP # 0920483349
- b. Jennifer S. Casallo – Division SBFP (Milk) Focal Perso
CP # 09208169533

3. Supplier

- a. The supplier will provide a copy of the Acknowledgment Receipt (AR) and Inspection and Acceptance Receipt Form (IAR) per school for signature of the Schools Inspection Team or School Head as proof for the week's completion of the delivery.

- b. The supplier will provide the schools a contact number of the delivery personnel for queries or any concerns regarding delivery schedules.



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c. The suppliers packaging site must be clean, safe and pest-free. The personnel must adhere to food safety standards like wearing of face masks, gloves, hairnet and good grooming.

G. Reporting

All beneficiary schools are required to prepare and submit SBFP Forms that will be accessed at <https://bit.ly/2023-SBFP-Forms>.

H. Penalty Clause

- a) Any DepEd personnel who violate any provision of this Order shall be dealt with administrative action to DepEd Order No. 49, s. 2026 or the revised Rules of Procedure of the Department of Education on Administrative Cases.
- b) The Ros and SDOs shall likewise enforce administrative or disciplinary Actions for School Heads, feeding coordinators, or any SBFP implementers Proven to have violated the DepEd policies especially on fund management (DepEd order No. 6, s. 2016, RA 92845)



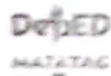
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SCHOOL – BASED FEEDING PROGRAM (SBFP)
20 DAYS CYCLE MENU FOR NUTRITIOUS FOOD PRODUCTS (NFP) SY 2024 – 2025

WEEK	MONDAY	CALORIC CONTENT	TUESDAY	CALORIC CONTENT	WEDNESDAY	CALORIC CONTENT	THURSDY	CALORIC CONTENT	FRIDAY	CALORIC CONTENT	AVERAGE CALORIC CONTENT FOR THE WEEK
1	Enhanced Nutibun (Squash) 80gms. X 1 pc	250	Nutricookie (Choco flavor) 60gms. X 1 pack	400	Nutripack (Arrozcaldo) 100gms. X 1 pack	310	Banana Chips 50 gms. X 1 pack	250	Iron Fortified Rice 250 gms.	800	402
2	Enhanced Nutibun (Carrot) 80gms. X 1 pc	250	Nutricookie (Malunggay) 60gms. X 1 pack	400	Nutripack (Champorado) 100 gms. X 1 pack	250	Cereals (Choco) 70 gms. X 1 pack	260	Iron Fortified Rice 250 gms.	800	392
3	Enhanced Nutibun (Squash) 80gms. X 1 pack	250	Nutricookie (Choco) 60 gms x 1 pack	400	Nutripack (Arrozcaldo) 100 gms. X 1 pack	310	Banana Chips 50 gms. X 1 pack	250	Iron Fortified Rice 250 gms.	800	402
4	Enhanced Nutibun (Carrot) 80 gms. X 1 pack	250	Nutricookie (Malunggay) 60 gms. X 1 pack	400	Nutripack (Champorado) 100 gms. X 1 pack	250	Cereals (Choco) 70 gms. X 1 pack	260	Iron Fortified Rice 250 gms.	800	392



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Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF CATANDUANES

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Noted :

Mary Jean S. Romero
MARY JEAN S. ROMERO
Chief, SGOD

APPROVED:

Socorro V. Dela Rosa
SOCORRO V. DELA ROSA
Schools Division Superintendent