



Republic of the Philippines  
Department of Education  
Region X – Northern Mindanao

**DIVISION OF TANGUB CITY**  
Anecito Siete St., Mantic, Tangub City



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July 11, 2019

DATE: 7-11-19

**DIVISION MEMORANDUM**  
No. 162, s. 2019

**PLANNING - WORKSHOP ON SCHOOL-BASED FEEDING PROGRAM (SBFP)  
SY: 2019-2020**

To: **School Principals/ Head Teachers/ TICs  
Public Elementary**

1. In consonance with DepEd Order no. 51, s 2016 re: **School-Based Feeding Program** to address the “short-term hunger syndrome” among public school children, to improve school attendance and to reduce dropout in school, Planning-Workshop shall be conducted for an effective and successful implementation of the program on **July 19, 2018 at 8:00am -5:00pm, Function Hall 1, Tangub City.**
2. The orientation aims to discuss the following concerns:
  - \* Overview the SBFP guidelines of the program
  - \* Forms, Roles & Responsibilities, Meal Planning & Food Safety
  - \* Procurement Process & Monitoring /Audit Requirement
  - \* Preparation of Work and Financial Plan, PPMP & APP
3. Participants to this Planning - Workshop will be
  - A. Health & Nutrition Section
  - B. Schools: 55 Elementary Principals/School Heads/TICs and one (1) feeding coordinator per school.
4. Participants are expected to bring with them the following:
  1. Data/List of actual number of Severely wasted & Wasted Children from Kindergarten and Grades I-VI this SY: 2019-2020 as of June.
  2. Laptop for the workshop.
  3. Any Recipe book for reference
5. All elementary school administrators / TICs are required to download the SBFP WFP, PPMP, APP, Menu Cycle, budgetary allocation per school and other forms found in **DepEd Tangub Facebook Account** before the workshop schedule.
6. A registration fee of **P180.00/ participants** covers lunch and snacks, shall be charged to local / MOOE funds subject to the usual accounting and auditing rules and regulations. Please register before the workshop at the cashier/ Mrs. Margissa T. Amen.
7. Wide dissemination of this communication to concerned personnel is enjoined.

**JEAN G. VELOSO**

Assistant Schools Division Superintendent  
OIC - Schools Division Superintendent

JGV/wtm/07-11-19