



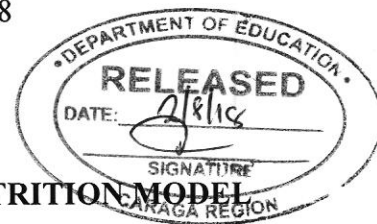
Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Region XIII
Butuan City



February 7, 2018

REGIONAL MEMORANDUM

No. 091 s., 2018



CAPACITY- BUILDING ON THE INTEGRATED SCHOOL NUTRITION MODEL

**TO: Schools Division Superintendents
Division SGOD-Chiefs**

1. The Department of Education thru the School Health Division, Bureau of Learner Support Services (SHD-BLSS) will conduct the Capacity- Building on the Integrated School Nutrition Model for Region X and Region XIII on August 6-11, 2018 , the exact venue will be communicated later.
2. The participants to this activity are the following:
 - 2.1 Regional Office: ESSD-Chief, SBFP and GPP Focal Persons
 - 2.2 Division Offices: GPP Focal Person
 - 2.3 Pilot School Implementer: (1/SDO) School Head, SBFP & GPP Coordinator
3. The criteria for the Pilot School Implementer are as follows:
 - 3.1 School-Based Feeding Program (SBFP) Implementer;
 - 3.2 Recipient of Gulayan sa Paaralan Program (GPP) Financial Assistance for SY 2018-19;
 - 3.3 Presence of garden/space for garden (at least 200 sq. meters);
 - 3.4 High incidence of underweight;
 - 3.5 Cooperation/support of school staff;
 - 3.6 Excellent gardening program and SBFP performance;
 - 3.7 Strong partnership with external stakeholders (i.e. PTA, LGU, private sectors, etc.).
4. The board and lodging of the participants shall be charged against the School Health Division Funds while the traveling expenses shall be charged to the downloaded funds from the Central Office subject to usual accounting and auditing rules and regulations.
5. As per instruction from the Central Office the Confirmed list of Participants (Division and Pilot School Implementer), Certificate of Acceptance for the traveling expenses and Certificate of Acceptance for the funds for the materials to be used during the workshop shall be accomplished by respective SDO. The Certificates of Acceptance should be signed by the Schools Division Superintendent and must be emailed to blss_shd@deped.gov.ph on or before February 16, 2018.
6. For more details kindly refer to the attached memorandum.
7. Immediate dissemination of this Memorandum is desired.


BEATRIZ G. TORNO, Ph.D., CESO IV
Regional Director



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

MEMORANDUM

FOR : **REGIONAL DIRECTORS**
DEPED RO I – XII, CARAGA, CAR, & NCR

REGIONAL SECRETARY
DEPED ARMM

FROM : **RIZALINO JOSE T. ROSALES**
Director IV

SUBJECT : **INFORMATION AND REQUEST FOR CERTIFICATE OF ACCEPTANCE AND CONFIRMED PARTICIPANTS, RE: CAPACITY-BUILDING ON THE INTEGRATED SCHOOL NUTRITION MODEL**

DATE : **24 January 2018**

This has reference to the conduct of eight (8) Batches of Capacity-Building on the Integrated School Nutrition Model as follows:

Batch	Date	Involved Regions	Venue
1	March 5-10, 2018	Region 4A	Cavite or Tagaytay City
2	March 19-24, 2018	Regions 1, 2, & CAR	
3	May 7-12, 2018	Region 3 & NCR	
4	May 21-26, 2018	Regions 4B & 5	
5	July 2-7, 2018	Regions 6 & 7	
6	July 16-21, 2018	Regions 8 & 9	
7	August 6-11, 2018	Region 10 & Caraga	
8	August 13-17, 2018	Regions 11, 12 & ARMM	

The expected participants are as follows:

Level of Governance	Designation	Number
Regional Office	ESSD Chief	3 per RO
	SBFP Focal Person	
	GPP Gocal Person	
Schools Division Office	GPP Focal Person	1 per SDO
Pilot School Implementer (1 per SDO)	School Head Feeding Coordinator GPP Coordinator	3 per School

The criteria for the Pilot School Implementer are as follows:

- School-Based Feeding Program (SBFP) Implementer
- Recipient of Gulayan sa Paaralan Program (GPP) Financial Assistance for SY 2018-19
- Presence of garden/space for garden (at least 200 sq meters)
- High incidence of underweight
- Cooperation/support of school staff
- Excellent gardening program and SBFP performance
- Strong partnerships with external stakeholders (i.e. PTA, LGU, private sectors and others)

Furthermore, we shall be downloading funds to the ROs and SDOs for the following materials which they will buy during the workshop to be used during the workshop and in the implementation of the program:

- Nutrition Education Modules @ P1,950.00
- Bio Intensive Gardening (BIG) Primer @ P100.00
- Crop Museum Primer @ P100.00
- GPP Starter Kit @ P500/2packs

The traveling expenses of participants shall be downloaded to the Regional and Schools Division Offices subject to the usual accounting and auditing rules and regulations. In this regard, may we respectfully request for the following: 1) Pilot School Implementer per division, 2) Confirmed List of Participants, 3) Certificate of Acceptance for the traveling expenses, and 4) Certificate of Acceptance the downloaded funds for the materials to be used during the workshop duly approved by the Regional Director or authorized representative as required by the Budget Division prior to the issuance of Sub-ARO. Please submit on or before February 16, 2018 by fax to (02) 6329935 or email to blss.shd@deped.gov.ph. Attached are the breakdown of funds for ready reference.

For further details, you may contact Ms. Magdalene Portia T. Cariaga, Senior Education Program Specialist, School Health Division at (02) 6329935.

BUDGET ESTIMATES

ACTIVITY: Capacity-Building on the Integrated School Nutrition Model (Batch 7)

DATE: Aug 6-11, 2018

VENUE: Cavite

AMOUNT: PhP2,698,200.00

Items/ Particular	Unit Cost	No. Of Pax	No. Of Days	Amount	Breakdown		
					Downloading	Direct Payment	Cash Advance
BOARD & LODGING	2,000.00	125	5	1,250,000.00	1,250,000.00		
TRANSPORTATION EXPENSES		125		1,345,200.00	1,320,000.00	16,800.00	8,400.00
Region X	12,000.00	59		708,000.00	708,000.00		
CARAGA	12,000.00	51		612,000.00	612,000.00		
DepEd Central Office	1,680.00	10		16,800.00		16,800.00	
Resource Person/s	1,680.00	5		8,400.00			8,400.00
SUPPLIES AND MATERIALS	300.00	125		37,500.00			37,500.00
PROFESSIONAL FEES							
Resource Person/s	10,000.00	5		50,000.00		50,000.00	
MEALS							
(Pre & Post Activity Meetings)	425.00	10	2	8,500.00		8,500.00	
CONTINGENCY	7,000.00			7,000.00			7,000.00
TOTAL:				2,698,200.00	2,570,000.00	75,300.00	52,900.00

Prepared by:

Magda
MAGDALENE PORTIA T. CARIAGA
Coordinator

Noted by:

CCV
MARIA CORAZON C. DURLAO
Division Chief

APPROVED BY:

RJ
RIZALINO JOSE T. ROSALES
Director IV