



Republic of the Philippines
Department of Education
CARAGA REGION



June 21, 2021

REGIONAL MEMORANDUM

No. 427, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

PARTICIPATION TO THE VIRTUAL ORIENTATION ON THE SCHOOL-BASED
FEEDING PROGRAM OPERATIONAL GUIDELINES FOR FY 2021

1. The field is hereby informed of the Virtual Orientation on the School-Based Feeding Program Operational Guidelines for FY 2021 which will be conducted via MS Teams.
2. Enclosed herewith is the Unnumbered Memorandum indicating the schedule of activities and the expected participants.
3. Immediate dissemination of this Memorandum to all concerned is highly desired.


EVELYN R. FETALVERO, CESO IV
Regional Director 

Encl/s.: As Stated

Reference/s: As Stated

To be indicated in the Perpetual Index
under the following subjects:

ORIENTATION
OPERATIONAL GUIDELINES
SCHOOL-BASED FEEDING PROGRAM

ESS/nlb
06/21/2021



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2021-06-7650

Document Control No:
DepEdRO13-F-REC-013/R3/02-18-2020



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 BAC 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 no. 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	
8:30am-9:00 am	Checking online Attendance/connection check Opening program Prayer Pambansang Awit Welcome Remarks Atty. Salvador C. Malana III <i>Assistant Secretary for Procurement and Administration</i> Inspirational Message Usec. Alain Del B. Pascua <i>Undersecretary for Administration</i> Introduction of the Keynote Speaker Dir. Lope B. Santos III <i>OIC, Director IV, BLSS</i> Keynote Address Hon. Karlo Alexei B. Nograles <i>Cabinet Secretary</i>
9:00-9:10am	Mechanics of the Activity
	ORIENTATION PROPER- PART 1
9:10-11:00a m	Presentation of the SBFP Operational Guidelines for SY 2021-2022 Dr. Maria Corazon C. Dumlao
11:00-am 12:00nn	Process Flow of SBFP – NFP Implementation Ms. Mei-Ling V. Duhig
12:00nn-1:0 0pm	Lunch Break
1:00-1:30	Process Flow of SBFP – Milk Implementation Mr. Ferdinand M. Nunez
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

Virtual Orientation on the School-Based Feeding Program Operational Guidelines for SY 2020-2021- Part I (All ROs & SDOs) July 7, 2021 (2nd Day)	
8:30am-9:00 am	Checking online Attendance/connection check Prayer
	ORIENTATION PROPER- PART 1-Day 2
9:10-9:30	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
11:30-12:00 nn	SBFP Forms
12:00-1:00 pm	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

**Virtual Orientation on the School-Based Feeding Program
Operational Guidelines – Part 2 (By Region/Cluster of Regions)
July 12,13, 14 & 15, 2021**

9:00-9:15am	Checking online Attendance/Connection check Opening program 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 Part 2		
	Batch	Date/Time	Region
	No. of Participants		
1	July 8/ 9:00am-12:00nn	I,II, III, & CAR	211
2	July 12/ 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 16/ 9:00am-12:00nn	X, XI, XII, Caraga	113
	Closing		

Implementation Timeline and Arrangements FY 2021

Process/Activity	Timelines	Required Actions	Responsible Office