



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA

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AUGUST 8, 2025

REGIONAL MEMORANDUM
ESSD – 2025 – 0823

To: Schools Division Superintendents) Division of Butuan City
All Others Concerned) Division of Surigao del Norte

**MONITORING ON THE MANAGEMENT OF CENTRAL KITCHEN IN THE
IMPLEMENTATION OF SCHOOL-BASED FEEDING
PROGRAM FY 2025**

1. The Department of Education Caraga, through the Health and Nutrition Unit (ESSD-HNU), will conduct a Monitoring on the Management of Central Kitchens (CK) in the Implementation of School-Based Feeding Program (SBFP) for FY 2025. This will be held from **August 28 to 29, 2025**, in selected schools under the Schools Division Office (SDO) of Butuan City and Surigao del Norte.

List of Schools for CK Monitoring:

Division	Name of Schools	Date
Surigao del Norte	Mainit Central ES	August 28, 2025
	Tubod Central ES	
	Gigaquit Central ES	
	Placer West Central ES	
Butuan City	Libertad Central ES	August 29, 2025

3. This activity aims to provide technical assistance to the identified schools to enhance the management of Central Kitchen and improve the implementation of SBFP. Specifically, the objectives are the following:

- Assess the operational efficiency of the central kitchen in the preparation and distribution of nutritious meals for SBFP beneficiaries;
- Monitor food safety, sanitation, and hygiene compliance;
- Identify gaps and challenges encountered in the kitchen operations, logistics, staffing, and coordination with schools;
- Ensure proper resource management, including procurement, inventory control, and use of equipment and facilities, and
- Strengthen inter-agency collaboration for sustainable feeding program implementation.

4. **Regional Monitoring Team:**

Name	Designation
Edmund D. Mendoza, PhD	ESSD Chief

Rena Grace G. Tul-id	Nutritionist-Dietitian II
Lee Anne Mae L. Alicaya	Technical Assistant

5. **Roles and Responsibilities:**

All division SBFP focal persons, Contract of Service (COS) staff, and other personnel from the health and nutrition section are requested to facilitate the Regional Monitoring Team during the scheduled visits.

6. **School Presentation Requirement:**

The identified schools shall prepare a brief presentation (approximately five minutes) detailing their Central Kitchen journey—from its inception, through implementation, to its sustainability efforts. These presentations will be shared during feedback session on the day of the monitoring visit.

7. **Funding:**

Travel expenses and per diem for the involved personnel shall be charged against Learner Support Program (OSEC-13-25-03476) or SBFP-Program Support Funds (PSF), subject to government accounting and auditing rules and regulations.

8. **Contact Information:**

For inquiries, please contact Ms. Rena Grace G. Tul-id, Nutritionist-Dietitian II at renagrace.tul-id@deped.gov.ph or Ms. Lee Anne Mae L. Alicaya, Technical Assistant I at leeannemae.alicaya@deped.gov.ph.

9. **Dissemination:**

Immediate dissemination of this Memorandum is advised.


MARIA INES C. ASUNCION
 Director IV
 Regional Director

Encl.: As stated

Reference: None

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

MONITORING AND EVALUATION

ESSD/rgt
08/06/2025