



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region X
DIVISION OF MISAMIS ORIENTAL
Cagayan de Oro City



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July 11, 2014

Division Memorandum
No. 157, s. 2014

Memorandum To:

Assistant Schools Division Superintendent
PS District Supervisors / District in- charge
Principals/ School Heads
Section Heads
Health and Nutrition Personnel
Division/ School BAC Members
Feeding Teachers

From: **CHERRY MAE L. LIMBACO, P.h.,D.,CESO V**
Schools Division Superintendent

Subject: **2Day Orientation Workshop on School Based Feeding Program (SBFP)** on
July 22&23, 2014 at Alberto's, Medina; July 24&25, 2014 at Basamanggas Resort
Jasaan; July 28 & 29, 2014 at Paula,s Hotel Tagoloan and Aug. 4 &5, 2014 at
Midway,Initao all in Misamis Oriental

The Department of Education (DepED) Division of Misamis Oriental will be conducting a **2 Day Orientation Workshop on School Based Feeding Program (SBFP)** on July 22& 23; July 24 & 25; July 28 &29 and Aug 4 & 5, 2014 at Alberto's in Medina, Basamanggas in Jasaan; Paula's in Tagoloan, and Midway in Initao , Misamis Oriental respectively.

The main target of the program is to normalize the weight of at least 70% of the severely wasted pupils and to have 85 – 100% school attendance.

This Orientation –Workshop is conducted to capacitate the participants on the operational guidelines in the preparation of work and financial plans, procurement process and financial operations and to orient the implementers of their roles and responsibilities in the implementation of the program.

Participants are the Schools Division Superintendent, Assistant Schools Division Superintendent, Section Heads, District Supervisors, District in Charge, Elem School Principals, School Heads, Health and Elem Nurses, Division/ School BAC Members, Municipal Officials, PTA Officials, Feeding teachers and facilitators.

Accommodation and training materials will be charged to HNU funds while transportation will be charged to MOOE subject to the usual accounting and auditing, rules and regulations.

Committees and Training matrix and list of participants are enclosed in this memorandum.

Enclosure No. 1 to Division Memorandum No. 157 s. 2014

2 Day Orientation – Workshop on School Based Feeding Program

(SBFP) on

July 22&23, 2014 - TBA

July 24 &25, 2014 - TBA

July 28 & 29, 2014 - TBA

Aug 4 & 5, 2014 - TBA

Technical Working Group

CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent

JEAN G. VELOSO
Assistant Schools Division Superintendent

Planning Committee
Chairman: Vida C. Suganob, M.D. (Focal Person)
Vice Chair: Avegail J. Israel (Alternate FP)

Members:
Dr. Marglo O. Isiderio
Pastor Daroy
Maria Corazon T. Homicillada

- a. **Transportation, Food, Venue and Accommodation:**
Chair: Mary Grace Gallana
Members: Arnel Caracho
- b. **Training Design, Memorandum and Matrix (preparation, posting & distribution)**
Chair: Dr. Vida C. Suganob
Member: Dr. Marglo O. Isiderio
- c. **Tarpaulin, Program Preparation, Registration and Attendance:**
Chair: Avegail J. Israel
Members: All nurses in assigned venues
- d. **Preparation of list of participants/ Technical and Power point presentation:**
Chair: Maria Corazon Homicillada
Members: All nurses in assigned venues
- e. **Preparation of certificates and distribution;**
Chair: Dr. Marglo O. Isiderio
Members: All nurses in assigned venues
- f. **Canvass and purchase of Training materials:**
Chair: Pastor Daroy
Members: Maria Corazon Homicillada
Avegail J. Israel
- g. **Finance:**
Chair: Angelita Rananan
Member: Melanie Estenzo

Enclosure No. 2 to Division Memorandum No. 157 s.2014
2-Day ORIENTATION WORKSHOP ON BREAKFAST FEEDING PROGRAM (SBFP)
SCHEDULE OF ACTIVITIES

Time	Activities	Person Responsible
Day 1 7:00 - 8:00 AM	Arrival and Registration	Avegail J. Israel Nurse II - Naawan District
8:00 – 9:00 AM	OPENING PROGRAM Orientation on the Mechanics of the Workshop	Pastor V. Daroy Nurse II- Lugait NHS Vida C. Suganob, M.D. Medical Officer III- Mis. Or.
9:00 – 12:00 NN	The SBFP Overview for SY 2014-2015 DepED Order #54, s.2013: <ul style="list-style-type: none"> • Rationale, Objectives, Feeding Mechanics And Complementary Activities 	Vida C. Suganob, M.D. Medical Officer III- Mis.Or.
12:00 – 1:00 PM	Lunch Break	
1:00 – 5:00 PM	<ul style="list-style-type: none"> • Forms • Menu Planning and Food Safety • Work and Financial Plan Financial Operation 	Vida C. Suganob, M.D. Medical Officer III-Mis.Or. Ma. Corazon T. Homicillada Nurse II – Bobontugan NHS Angelita S. Rananan Accountant II- Mis.Or.
Day 2 7:45 – 8:00 AM	Recapitulation	
8:00 – 9:30 AM	<ul style="list-style-type: none"> • Procurement Process 	Eleonor G. Paderog D.O. Supply Officer/OIC
9:30 – 11:00 AM	<ul style="list-style-type: none"> • Monitoring Audit Requirement 	Division Auditor
11:00 – 12:00NN	Nutritional Assessment	Avegail J. Israel Nurse II-Naawan District
12:00 – 1:00 PM	Lunch Break	
1:00 – 1:45 PM	GANTT Chart Activities	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
1:45 -3:00 PM	Action Planning	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
3:00 – 4:30 PM	Presentation of Action Plan	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
4:30 – 5:00 PM	CLOSING PROGRAM	

2-Day ORIENTATION WORKSHOP ON BREAKFAST FEEDING PROGRAM (SBFP)

August 5 -6, 2014, Paula's Hotel ,Tagoloan, Misamis Oriental

SCHEDULE OF ACTIVITIES

Time	Activities	Person Responsible
Day 1 7:00 - 8:00 AM	Arrival and Registration	Avegail J. Israel Nurse II - Naawan District
8:00 – 9:00 AM	OPENING PROGRAM Orientation on the Mechanics of the Workshop	Pastor V. Daroy Nurse II- Lugait NHS Vida C. Suganob, M.D. Medical Officer III- Mis. Or.
9:00 – 12:00 nn	The SBFP Overview for SY 2014-2015 DepED Order #54, s.s. 2013: <ul style="list-style-type: none"> • Rationale, Objectives, Feeding Mechanics And Complementary Activities 	Vida C. Suganob, M.D. Medical Officer III- Mis.Or.
12:00 – 1:00 PM	Lunch Break	
1:00 – 5:00 PM	<ul style="list-style-type: none"> • Forms • Menu Planning and Food Safety • Work and Financial Plan Financial Operation 	Vida C. Suganob, M.D. Medical Officer III-Mis.Or. Ma. Corazon T. Homicillada Nurse II – Bobontugan NHS Angelita S. Ranalan Accountant II- Mis.Or.
Day 2 7:45 – 8:00 AM	Recapitulation	
8:00 – 9:30 nn 9:30 – 11:00 AM	<ul style="list-style-type: none"> • Procurement Process • Monitoring Audit Requirement 	Eleonor G. Paderog D.O. Supply Officer/OIC Division Auditor
11:00 – 12:00	Nutritional Assessment	Avegail J. Israel Nurse II-Naawan District
12:00 – 1:00 PM	Lunch Break	
1:00 – 1:45 PM	GANTT Chart Activities	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
1:45 -3:00 PM	Action Planning	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
3:00 – 4:30 PM	Presentation of Action Plan	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
4:30 – 5:00 PM	CLOSING PROGRAM	

*Focal Person: Nimfa Juguilon

Enclosure No. 2 to Division Memorandum No.157 s. 2014
2-Day ORIENTATION WORKSHOP ON BREAKFAST FEEDING PROGRAM (SBFP)

SCHEDULE OF ACTIVITIES

Time	Activities	Person Responsible
Day 1 7:00 - 8:00 AM	Arrival and Registration	Avegail J. Israel Nurse II - Naawan District
8:00 – 9:00 AM	OPENING PROGRAM Orientation on the Mechanics of the Workshop	Pastor V. Daroy Nurse II- Lugait NHS Vida C. Suganob, M.D. Medical Officer III- Mis. Or.
9:00 – 12:00 NN	The SBFP Overview for SY 2014-2015 DepED Order #54, s.s. 2013: <ul style="list-style-type: none"> • Rationale, Objectives, Feeding Mechanics And Complementary Activities 	Jefi M. Hona Nutritionist Dietician II Health and Nutrition Unit
12:00 – 1:00 PM	Lunch Break	
1:00 – 5:00 PM	<ul style="list-style-type: none"> • Forms • Menu Planning and Food Safety • Work and Financial Plan Financial Operation 	Vida C. Suganob, M.D. Medical Officer III-Mis.Or. Ruth D. Alejado Nutritionist Dietician II, HNU Angelita S. Rananan Accountant II- Mis.Or.
Day 2 7:45 – 8:00 AM	Recapitulation	
8:00 – 9:30 AM 9:30 – 11:00 AM	<ul style="list-style-type: none"> • Procurement Process • Monitoring Audit Requirement 	Eleonor G. Paderog D.O. Supply Officer/OIC Division Auditor
11:00 – 12:00 NN	Nutritional Assessment	Avegail J. Israel Nurse II-Naawan District
12:00 – 1:00 PM	Lunch Break	
1:00 – 1:45 PM	GANTT Chart Activities	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
1:45 -3:00 PM	Action Planning	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
3:00 – 4:30 PM	Presentation of Action Plan	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
4:30 – 5:00 PM	CLOSING PROGRAM	

*Focal Person: Lorelie F. Arot
Nurse II- Medina District

2-Day ORIENTATION WORKSHOP ON BREAKFAST FEEDING PROGRAM (SBFP)

July 28-29,2014, Midway Hotel, Initao, Misamis Oriental

SCHEDULE OF ACTIVITIES

Time	Activities	Person Responsible
Day 1 7:00 - 8:00 AM	Arrival and Registration	Avegail J. Israel Nurse II - Naawan District
8:00 – 9:00 AM	OPENING PROGRAM Orientation on the Mechanics of the Workshop	Pastor V. Daroy Nurse II- Lugait NHS Vida C. Suganob, M.D. Medical Officer III- Mis. Or.
9:00 – 12:00 nn	The SBFP Overview for SY 2014-2015 DepED Order #54, s.s. 2013: <ul style="list-style-type: none"> Rationale, Objectives, Feeding Mechanics And Complementary Activities 	Vida C. Suganob, M.D. Medical Officer III- Mis.Or.
12:00 – 1:00 PM	Lunch Break	
1:00 – 5:00 PM	<ul style="list-style-type: none"> Forms Menu Planning and Food Safety Work and Financial Plan Financial Operation 	Vida C. Suganob, M.D. Medical Officer III-Mis.Or. Ma. Corazon T. Homicillada Nurse II – Bobontugan NHS Angelita S. Rananan Accountant II- Mis.Or.
Day 2 7:45 – 8:00 AM	Recapitulation	
8:00 – 9:30 nn	<ul style="list-style-type: none"> Procurement Process 	Eleonor G. Paderog D.O. Supply Officer/OIC
9:30 – 11:00 AM	<ul style="list-style-type: none"> Monitoring Audit Requirement 	Division Auditor
11:00 – 12:00	Nutritional Assessment	Avegail J. Israel Nurse II-Naawan District
12:00 – 1:00 PM	Lunch Break	
1:00 – 1:45 PM	GANTT Chart Activities	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
1:45 -3:00 PM	Action Planning	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
3:00 – 4:30 PM	Presentation of Action Plan	Vida C. Suganob, M.D. Medical Officer III-Mis.Or.
4:30 – 5:00 PM	CLOSING PROGRAM	

*Focal Person: Amabelle D. Huguete
Nurse II- Initao District

Enclosure No. 3 to Memorandum No. 157,s. 2014

School Based Feeding Program Participants:

1st Batch: Venue - Alberto's Hotel, Medina

Date : July 22 - 23,2014

Area covered : Magsaysay to Sugbongcogon District

Expected Number of participants												
Districts	CO	RO	DO	District			School head	School				Total
				PSDS	Nurse	Mun officials		BAC	Focal Person	Feeding teacher	PTA	
	2	4	14									20
Magsaysay I				1	1	1						3
1. Kauswagan ES							1	3	1	2	3	10
2. San Isidro ES							1	3	1	2	3	10
3. San Vicente ES							1	3	1	2	3	10
Magsaysay II					1							1
4. Consuelo ES							1	3	1	2	3	10
5. Kimaya ES							1	3	1	2	3	10
6. Sta. Cruz							1	3	1	2	3	10
7. Tama ES							1	3	1	2	3	10
Medina				1	1	1						3
8. Bangbang ES							1	3	1	2	3	10
9. Bulwa ES							1	3	1	2	3	10
10. G. Pelaez ES							1	3	1	2	3	10
11. Maanas ES							1	3	1	2	3	10
Talisayan				1	1	1						3
12. Sta Ines ES							1	3	1	2	3	10
Kinoguitan				1	2	1						4
13. Balingoan CS							1	3	1	2	3	10
Sugbongcogon				1	1	2						4
14. Mangga ES							1	3	1	2	3	10
15. Sugbcogon CS							1	3	1	2	3	10
Total =	2	4	14	5	7	6	15	45	15	30	45	188

Division Office:

- 1. SDS 1
 - 2. ASDS 1
 - 3. Focal Person 1
 - 4. Accounting 1
 - 5. Auditor 1
 - 6. Supply Officer 1
 - 7. EPS HELE 1
 - 8. BAC members 3
 - 9. Facilitators 4
- Total = 14

List of School Based Feeding Beneficiaries (SBFP) for SY 2014 -2015			
District	School	Principal	Total
Balingasag North*	Balingasag CS	Marelyn D. Trapal	87
	San Isidro ES	Franklin O. Ocate	43
	Mandangoa ES	Fidel U. Dadang	42
	San Francisco	Maureen Cagape	30
	Calacala ES	Felipe Z. Labial	38
Balingasag South*	Baliwagan CS	Gina I. Cagang	30
	Binitinan ES	Adelina C. Japona	30
Kinoguitan*	Balingoan CS	Arlyn A. Omahoy	30
Lagonglong*	Kabulawan ES	Manuelita P. Capito	30
	Lagonglong CS	Cecilia L. Ubalde	30
	Lumbo ES	Editha V. Dahilan	30
Magsaysay I*	Kauswagan ES	Edenieta Ratilla	30
	San Isidro ES	Marven D Bescayno	30
	San Vicente	Emma E. Abregana	30
Magsaysay II*	Consuelo ES	Felicitas B. Ranis	30
	Kimaya ES	Gregorio Odtohan	30
	Sta Cruz ES	Yasmin B. Flores	30
	Tama ES	Danny Boy Siaman	30
Medina*	Bulwa ES	Marc elono Ipanag	30
	Bangbang ES	Allan Babanto	30
	Gov. Pelaez ES	Elly H. Lofranco	50
	Maanas ES	Clavelllagria	30
Salay *	Inobulan	Riza P. Acenas	30
	Looc ES	Rico Sumastre	30
	Salay CS	Rosana Emanel	82
	Salay River ES	Danilo Vallar	30
Sugbongcogon*	Sugbongcogon CS	Delma Masion	30
	Mangga	Marife Caculba	30
Talisayan*	Sta Ines ES	Justiniano Abueva	30
Alubijid*	Alubijid CS	Roie Ubay ubay	30
Claveria I*	Claveria CS	Eva Guilaran	30
	Bangonbangon	Grimilen Agusan	30
Claveria II*	Tamboboan	Gemalyn Villanueva	30
	Malagana ES	Jennifer U. Zulita	30
Initao*	Andales ES	Wyna Jumawan	30
	Initao CS	Jenny Padero	54
	Kanitoan ES	Walter S. Galarroza	30
	Tubigan	PioR. Bagares	30
Jasaan*	Aplaya ES	Reynaldo Magan	30
	BobontuganES	Victor S. Llausas	30
	Jasaan CS	Annalyn Salcedo	61
	Kimaya ES	Samson Bonior	31
	San Antonio ES	Fidela Salvador	29

	Danao ES	Francisca Adlaon	33
Laguindingan*	Mauswagon ES	Axander Oguis	30
	Sinai ES	Lemuel Cabasan	30
Libertad*	Cogon ES	Myrna Sabornido	30
	Libertad CS	Rufina Gonzales	30
	Gitagum CS	Timoteo Mugot	30
	Dulong ES	Henry A. Jamis	30
	Burnay ES	Greg Magsayo	30
Lugait	Aya aya ES	Hazel Joy Pagador	30
	Biga CS	Solome Fabrigas	30
	Lugait CS	Esmer Gaid	30
Manticao *	Cabalantian ES	Rudy A. Piales	30
	Punta Silum ES	Marlon R. Daohog	30
Naawan*	Naawan CS	Aurora Vllastique	31
	Linangkayan ES	Nicanor de la Cruz	30
Opol*	Barra ES	Lucia Sabayanan	30
	Igpit ES	Allan G. Villanueva	50
Tagoloan*	Baluarte ES	Lynne Abroguena	30
	Casinglot ES	Gener Lesaca	33
	Gracia ES	Virginia Mariano	30
	Maribojoc ES	Ma. Nieve Burias	30
	Mohon ES	Imelda Emano	30
	Natumolan	Marilyn Abrio	30
	Sta Ana ES	Susan Emata	30
	Sta Cruz ES	Djhonnale L. Aleria	30
	Tagoloan CS	Edna N. Albaran	100
Villanueva*	Dayawan ES	lilibeth C. Baco	30
	Don F. Jacinto ES	Grace G. Magallanes	42
	Looc ES	Erlinda A. Emata	30
	Kalingagan ES	Evie Amatong	30
	San Martin ES	Theresa Delegencia	82
	VN Chavez MCS	Edwin V. Amparo	100

Total = **2698**