



Republic of the Philippines  
**Department of Education**  
Region VII – Central Visayas  
**DIVISION OF CEBU PROVINCE**

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**Office of the Schools Division Superintendent**

**SEPTEMBER 17, 2021**

DIVISION MEMORANDUM  
No. 376, s. 2021

**VIRTUAL ORIENTATION ON THE SCHOOL-BASED FEEDING PROGRAM (SBFP)  
OPERATIONAL GUIDELINES FOR FY 2021**

To : Assistant Schools Division Superintendent  
SGOD/CID Chiefs  
Public Schools District Supervisors/OICs  
Elementary School Heads  
SBFP Focal Persons  
All Others Concerned

1. This Office informs the conduct of the Virtual Orientation of the Operational Guidelines of School-based Feeding Program for the SY 2021-2022 via Microsoft Teams from 9:00 AM to 4:00 PM. The participants to the activity are the Elementary School Heads with SBFP beneficiaries, SBFP focal persons per school and District ADAS on September 28, 2021.
2. This activity aims to:
  - a. conduct orientation of the operational guidelines of SBFP;
  - b. discuss or clarify issues and concerns in the implementation of the program and interpose possible solutions to the problem/s
  - c. present / share preparatory activities conducted
3. Expected participants are respectfully requested to attend the orientation and do the following:
  - a. Register in the Registration-Form-Orientation-on-SBFP-Guidelines, link will be announced 3 days before the orientation.
  - b. Accomplish the SBFP Form 1 the List of feeding beneficiaries per school and shall submit a soft copy to the assigned nurse a week after the orientation.
  - c. Submit the List of Authorized Consignees (SBFP FORM 4-2021) per drop off point of each district 2 days after the orientation.
4. Immediate dissemination of and compliance with this Memorandum is desired.

  
**MARILYN S. ANDALES, EdD, CESO V**  
Schools Division Superintendent



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