



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Negros Oriental

**Office of the Schools Division
Superintendent**

03 APR 2024

Division Memorandum
No. 0292s. 2024

**SEARCH FOR OUTSTANDING SCHOOL-BASED FEEDING PROGRAM (SBFP)
IMPLEMENTERS FOR SCHOOL YEAR 2023-2024**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Education Program Supervisors
Senior Education Program Specialists/Education Program Specialists
Public Schools District Supervisor/District-in-Charge
Public Elementary School Heads
All Others Concerned

1. This Office through the School Health announces the Search for **Outstanding School-Based Feeding Program (SBFP) Implementers for School Year 2023-2024** on April 12, 15-16; 18-19, and 23, 2024.
2. Below is the **Matrix of Activities** of the aforementioned activity:

Activity	Date	Venue
Call for Nominations	April 2, 2024	Division Office
Deadline of the Submission of Nominations	April 12, 2024 (7:00 PM)	Division Office
Screening	April 13-15, 2024	Division Office
Validation	April 16, 2024	TBA
Announcement of Finalists	April 17, 2024	Division Office
Interview and Judging	April 18, 2024	TBA
Awarding Ceremony	April 23, 2024	Negros Oriental Convention Center

3. For the details of this search, please see enclosed guidelines for your reference.
4. In addition, all public schools district supervisors (PSDSs) are hereby directed to facilitate in determining the nominees per district.



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Negros Oriental

5. Further, nominations submitted after **7:00 pm** of **April 12, 2024** are deemed disqualified.
6. The meals, transportation and other incidental expenses incurred in the conduct of this activity shall be charged against the SBFP Fund, all subject to the usual government accounting and auditing rules and regulations.
7. Widest dissemination of and strict compliance to this Memorandum are desired.

NERI C. OJASTRO EdD, CESO V
Schools Division Superintendent

NCO/EQA/UV/SGOD/REB/KLEC/fmbsqueda
April 2, 2024



Republic of the Philippines
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REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Guidelines on the Search for Outstanding School-Based Feeding Program
(SBFP) Implementers for School Year 2023-2024**

I. INTRODUCTION

Background

Aligned with the Sustainable Development Goal numbers 1-4 (SDG 1-4) of the United Nations, the Department of Education (DepEd) has been implementing the School-Based Feeding Program (SBFP) since 2010. The SBFP, one of the flagship programs of Oplan Kalusugan sa DepEd (OK sa DepEd), aims to improve the nutritional status of undernourished children in all public elementary schools, class participation, positive health habits, school attendance, and end hunger through the provision of daily hot meals or nutritious food products and fresh pasteurized or sterilized milk.

The program has resulted positive impact in the nutritional status of the beneficiaries and is found to have caused improved academic performance among its beneficiaries over the last five years.

The DepEd – Schools Division of Negros Oriental (DepEd SDO Negros Oriental) through the School Health and Nutrition Section has once again strengthened its commitment to deliver not only quality, accessible, and relevant, but also liberating education to all Filipino learners, regardless of religious beliefs, socio-economic status, ethnicity and gender, even at a time when the severe acute respiratory syndrome - coronavirus II (SARS-CoV-2) has led to the unprecedented global health crisis – a pandemic that we never thought would come into our lifetime.

DepEd SDO Negros Oriental further solidified this commitment in providing nutritious food packs (NFP) and fresh pasteurized milk or sterilized milk to all beneficiaries of the SBFP pursuant to DepEd Order No. 31, s. 2021, “Operational Guidelines on the Implementation of the School-Based Feeding Program”. As stipulated in the policy, all Schools Division Offices through the schools are asked to provide dry-rationed nutritious food products and either fresh pasteurized milk or sterilized milk to all identified beneficiaries for a period of time.

Mindful of the safety and security of the learners and DepEd personnel during the pandemic, the aforementioned policy has modified the delivery of the program, from the usual hot meals to nutritious food products.



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Republic of the Philippines
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REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

Rationale

The implementation of the SBFP during and after the pandemic has showcased the stellar leadership of schools to carry out its roles and responsibilities. During the program monitoring, evaluation and review, best practices of schools were noted specifically in the areas of collaboration and partnership with stakeholders.

To keep this momentum, the SDO Negros Oriental launched the **Search for Outstanding SBFP Implementers for SY 2023-2024** to recognize the exemplary contributions of schools that incessantly support the vision and mission of the Department of Education.

II. OBJECTIVES

In compliance with the DepEd Order No. 9, s, 2002, “Establishing the Program on Awards, Incentives for Service Excellence (PRAISE) in the Department of Education” and pursuant to DepEd Order No. 31, s, 2021, “Operational Guidelines on the Implementation of the School-Based Feeding Program”, under item XI.D Awards and Incentives, this awards program aims to recognize, award and provide incentives to the exemplary contributions of schools in the implementation of the SBFP for School Year 2023-2024.

III. THE PROCESS

Minimum Qualifications and Documents Submission

Minimum Qualifications

This awards program is open to ALL schools that implement the SBFP in School Year 2023-2024. Below are the requirements to qualify for nomination:

1. The nominee (school) must have implemented the SBFP for at least 3 consecutive school years.
2. A certificate of ‘No Unliquidated Cash Advances/Funds’ must be obtained from the Finance Office.
3. The nominee should have showed stellar accomplishment during the implementation of the program.



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 SCHOOLS DIVISION OF NEGROS ORIENTAL

The Search Process

Pre-screening

1. All nominations/application shall be submitted to the **Division Office Clinic (Attn.: Suzette Onde, RN) on or before April 12, 2024 at 7:00 PM.**
2. The Division SBFP Technical Working Group shall convene the Division SBFP Screening Committee for the screening of the documents.
3. Validation of the documents shall be conducted on April 16, 2024.
4. The Pasidungog Evaluation Criteria shall be used in evaluating the documents.

Announcement of Division Finalists for the Search for Outstanding SBFP Implementers for SY 2023-2024

1. The Division SBFP Screening Committee shall announce the **Division Finalists for the Search for Outstanding SBFP Implementers for SY 2023-2024** through a division memorandum on or before **April 17, 2024.**

2. The **Division Finalists** shall be as follows:

School Category	Name of School	Name of School Head, SBFP Coordinator and Public Schools District Supervisor
SMALL	3 Finalists	-
MEDIUM	3 Finalists	-
LARGE	3 Finalists	-
EXTRA LARGE	3 Finalists	-
TOTAL	12 Finalists	

Final Interview and Judging

1. The Final Interview and Judging shall be held **on April 18-19, 2024** in Dumaguete City. The final venue shall be communicated through a Division Memorandum.
2. ONLY the School SBFP Feeding Coordinator and School Head shall be interviewed by the panel of judges.
3. A five-minute video or power point presentation shall be prepared by the finalist which should include the

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REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

Category

Below are the categories of the search according to the official number of beneficiaries:

CATEGORY	NUMBER OF BENEFICIARIES
SMALL	50 and below beneficiaries
MEDIUM	51-95 beneficiaries
LARGE	96-150 beneficiaries
EXTRA LARGE	More than 150 beneficiaries

Documents for submission

1. ALL interested and qualified schools must fill in the nomination form (please see Annex A or can also be accessed at, <https://bit.ly/3PGVypA>). The following are the forms and attachments that are required to be submitted:
 - a. Fully Accomplished Nomination form (Forms 1 and 2);
 - b. SBFP Forms 1-6;
 - c. Endorsement Letter from the Public Schools District Supervisor;
 - d. Certificate of NO UNLIQUIDATED SBFP funds from the Accounting Office;
 - e. Means of Verification (MOVs); and
 - f. Other related supporting documents.
2. ALL interested and qualified schools must submit a copy of the duly accomplished form (with complete attachments) and must be officially endorsed by the Public Schools District Supervisor to the Division Office, **Attn: Suzette Onde, RN, MAN – Division SBFP Program Lead, on or before April 12, 2024, 7:00 PM.**
3. ALL documents must be submitted in A4-size bond paper. The documents shall be placed in a folder corresponding to their category:
 - a. Small Category – **GREEN FOLDER;**
 - b. Medium Category – **YELLOW FOLDER;**
 - c. Large Category – **RED FOLDER;** and
 - d. Extra Large Category – **BLUE FOLDER.**

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best practices and highlights of their SBFP implementation for SY 2023-2024.

4. Each finalist will be given a minimum of 15 minutes and a maximum of 20 minutes during the interview and shall be in their business attire.
5. The selection committee shall comprise of the following:
 - a. Division PRAISE Chairperson;
 - b. Chief Education Supervisor of the SGOD;
 - c. Regional or Division Medical Officer;
 - d. Outstanding Individual in the community; and
 - e. Socio-Civic Leader.

Awardees and Awarding Ceremony

1. ALL Division Finalists (School) will receive a plaque of recognition, while the school head, SBFP feeding coordinator, and public schools district supervisor will each receive a certificate of recognition.
2. The **Division Outstanding SBFP Implementers for SY 2021-2022** shall comprise the following:
 - 1 Awardee for Small School Category
 - 1 Awardee for Medium School Category
 - 1 Awardee for Large School Category
 - 1 Awardee for Extra Large School Category
 - 1 Most Outstanding SBFP Implementer for SY 2023-2024
3. The **Most Outstanding SBFP Implementer** shall be the official nominee of the Division of Negros Oriental to the Regional Search for Outstanding Program Implementers (OPI).
4. The Awarding Ceremony shall be held on **April 23, 2024 at 1:00 in the afternoon at the Negros Oriental Convention Center.**
5. The Division Finalists shall be in their **Filipiana/Barong** during the Awarding Ceremony.

These guidelines were authored by Mr. Felix III D. Mosqueda, Nurse-In-Charge, March 27, 2024, in Dumaguete City, Philippines.



Republic of the Philippines
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REGION VII – CENTRAL VISAYAS
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Approved:

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Schools Division Superintendent



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SCHOOLS DIVISION OF NEGROS ORIENTAL

**DIVISION SCHOOL-BASED FEEDING PROGRAM (SBFP)
TECHNICAL WORKING GROUP:**

SUZETTE S. ONDE RN, MAN
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