



Republic of the Philippines

Department of Education

SOCCSKSARGEN REGION SCHOOLS DIVISION OF SARANGANI

29 Apr 2025

DIVISION MEMORANDUM

SGOD-2025-066

SEARCH FOR THE BEST IMPLEMENTER FOR SCHOOL-BASED FEEDING PROGRAM – HOT MEALS/NUTRITIOUS FOOD PRODUCTS AND MILK COMPONENT SY 2024-2025

To: Public Schools District Supervisors Public Elementary School Heads

- 1. Division of Sarangani will be selecting the Best Implementer for School-Based Feeding Program Hot Meals (HM) / Nutritious Food Products (NFP) and Milk Component (MC) for SY 2024-2025 per District. The selection will be done by the School Nurses, validated by Public Schools District Supervisors, per district as they are continuously monitoring the implementation of the program. The Awarding will be done during the SBFP SY 2025-2026 Orientation.
- 2. This activity aims to ensure the proper implementation of SBFP HM/NFP and MC.
- 3. There will be one winner in every District. Attached is the Evaluation Tool for the Search of the Best Implementer for SBFP HM/NFP and MC (adopted from the National Guidelines for the Search of the Most Outstanding Implementers of School-Based Feeding Program for SY 2020-2021).
- 4. For inquiries, you may contact Estylinda G. Tudayan, RN at 0908-810-8005 or Mitzi M. Wata, RN at number 0955-490-8368.

5. For your information and immediate dissemination.

ATTY. NELYN BAFRINAL, CESO VI

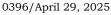
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Encl.: As stated Reference: N o n e

To be indicated in the <u>Perpetual Index</u> under the following subjects:

SEARCH

LFDPG/SGOD-SHS/MLA – search for the best implementer for school-based feeding program – hot meals/nutritious food products and milk component sy 2024-2025







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(Enclosure to DM-SGOD-2025-066)

		SY 2024-2025		
Nan	ne of	f School: Name of School Head:		
Dist	trict/	/Municipaliy:		
			Points	Total Score
1	Per	centage of actual beneficiaries served versus the target beneficiaries	10	
		10 points if 100% beneficiaries were served with NFP and milk		
		8 points if at least 90% beneficiaries were served with NFP and milk		
		6 points if at least 70-89% beneficiaries were served with NFP and milk		
2	Pro	mpt implementation of the program	5	
		5 points if the program was implemented on schedule.		
		4 points or below if the program was implemented behind schedule.		
3	Con	npliance to guidelines	4	
	1 pc	oint each if complied		
		Creation of SBFP Core Group		
		Orientation for School Implementers and/or Parents conducted		
		Food safety standards followed		
		Orderly distribution of food commodities		
4	Pre	sence & Completeness of the following forms:	16	
	-	oints (for the document indicated good for 2 points) for every form properly filled-up and		
	upd	dated, and 1 point only if filled-up but not complete and updated, 0 if None		
		*Cycle Menu and Justification Form for the Change of Menu (if there's any)		
		*SBFP Forms:		
		SBFP Form 1 - Masterlist of Beneficiaries for HM/NFP & MC		
		SBFP Form 2 - SBFP Summary and Start/End of Feeding for HM/NFP & MC		
		SBFP Form 3 - Record of Daily Feeding for HM/NFP & MC (and Acceptance Forms for NFP & MC)		

(Enclosure to DM-SGOD-2025-066)

SBFP Form 4 - List of Authorized Consignees and School Inspection Team for Milk Delivery		
SBFP Form 5 - List of Beneficiaries with/without Milk Intolerance		
SBFP Form 7 - Program Terminal Report		
SBFP Form 8 - Parent's Consent		
5 Prompt submision of Liquidation Reports	10	
10 points if the liquidation is on-time and at least 75%		
8 points if the liquidation of at least 75% but not on-time		
6 points if the liquidation is on-time but not 75%		
6 Prompt submission of Program Terminal Report (PTR)	10	
10 points if the PTR was submitted complete and on-time		
8 points or less if the PTR was submitted late and incomplete		
7 Documentation of innovations or good practices developed	5	
5 points if the innovations developed or good practices were recorded and documented		
4 points or less if the innovations or good practices were developed but not documented		
8 Involvement/support of parents & community	5	
5 points if the involvement/support of parents & community are recorded and documented		
4 points or less if there is involvement/support of parents & community but not documented		
9 Conduct of advocacy and social/resource mobilization activities	5	
5 points if advocacy and social/resource mobilization activities were recorded and documented		
4 points or less if advocacy and social/resource mobilization activities were conducted		
but not documented		

(Enclosure to DM-SGOD-2025-066)

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11 F	Result of interview with parents/guardians/beneficiaries	5	
	5 points if the respondents gave positive feedback from the interview		
	4 points or less if not all respondents gave positive feedback from the interview		
12 I	mpression on the interview of the SBFP School Feeding Coordinator and School Head	10	
\perp	10 points if the School Feeding Coordinator and School Head provided complete and sincere		
	answers to the questions		
	8 points or less if the School Feeding Coordinator and School Head provided an incomplete		
	answer to the questions		
13 F	eeding Area	15	
	15 points if the Feeding Room is clean, well-ventilated, with a handwashing facility inside or near		
_	the feeding area with a safe drinking water available.		
	10 points if with Feeding Room, but if one or more indicators mentioned above is lacking.		
	8 points or less if no Feeding Room, but have an alternate/temporary feeding area and minus 1		
_	point in every lacking indicator mentioned above.		
	GRAND TOTAL:	100	
IOT/	ABLE REMARKS:		
	Numer II		
	Nurse II PSDS		