



Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**





Division Memorandum

No. 231, s. 2022

To: PSDSs/PICDs  
Public Elementary School Principals & School Heads  
SBFP School Coordinators  
School Health Personnel/Nurses  
This Division

From: **VIRGILIO P. BATAN JR., CESO VI**  
Schools Division Superintendent

For the Schools Division Superintendent

  
**JUDITH V. ROMAGUERA CESO VI**  
Assistant Schools Division Superintendent  
In-Charge of Office 

Subject: **ADDITIONAL IMPLEMENTATION OF SCHOOL-BASED FEEDING PROGRAM (SBFP)- NUTRITIOUS FOOD PRODUCT AND SCHEDULE OF DELIVERIES SY 2021- 2022**

Date: June 10, 2022

- In line with the implementation of School-Based Feeding Program (SBFP) Nutritious Food Product Component SY 2021-2022, an additional fund was received for implementation for 16 days for the Milk Component and 30 days for the Nutritious Food Product which aims to improve nutritional status, classroom attendance and school performance. This Office would like to inform the schedule of delivery and pick-up of Cereal and Banana to the 35 drop-off points, See  
Enclosure #1: List of Drop- off Points & Schedule of Deliveries  
Enclosure #2: Additional Instructions in the Implementation, Monitoring, and Reporting
- Requesting all District / School nurses to pay attention to Enclosure No. 2 Instruction Numbers 8 - 11 for comprehensive monitoring and reporting.
- All required reports shall be submitted not later than **July 15, 2022 (Friday)**, for further details you may contact the Division SBFP Focal CP # **0917 714 5943** or **0926 900 9397**.
- Expenses incurred in the conduct of these activity is chargeable against School Local Funds subject to auditing rules and regulations.
- Widest Dissemination of the memorandum is desired.

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**Enclosure #1: List of Drop-off Points & Schedule of Deliveries**

District	School	Delivery Days
Polanco 1	Polanco Central School	Every Thursday
Polanco 2	Silawe Central School	Every Thursday
Pinan	Pinan Central School	Every Thursday
Mutia	Mutia Central School	Every Thursday
La Libertad	La Libertad Central School	Every Thursday
Rizal	Rizal Central School	Every Thursday
Sibutad	Sibutad Central School	Every Thursday
Sergio Osmena 1	Sergio Osmena Central School	Every Thursday
Sergio Osmena 2	San Isidro Central School	Every Thursday
Katipunan 1	Katipunan Central School	Every Thursday
Katipunan 2	Felipe Cadavedo Central School	Every Thursday
Roxas 1	Roxas Central School	Every Thursday
Roxas 2	Dohinob Central School	Every Thursday
Manukan 1	Manukan Central School	Every Thursday
Manukan 2	Linay Central School	Every Thursday
Ponot	Ponot Central School	Every Thursday
Sindangan North	Juan Bugarin Central School	Every Tuesday
Sindangan Central	Sindangan Pilot Demonstration School	Every Tuesday
Sindangan South	Mandih Central School	Every Tuesday
Siayan	Siayan Central School	Every Tuesday
Bacungan	Bacungan Central School	Every Tuesday
Salug 1	Salug Central School	Every Tuesday
Salug 2	Bacong Central School	Every Tuesday
Liloy 1	Liloy Central School	Every Monday
Liloy 2	Baybay Central School	Every Monday
Godod	Godod Central School	Every Tuesday
Tampilisan	Tampilisan Central School	Every Monday
Kalawit	Kalawit Central School	Every Monday
Labason	Labason Central School	Every Monday
Gutalac 1	Gutalac Central School	Every Monday
Gutalac 2	Upper Gutalac Central School	Every Monday
Baliguian	Baliguian Central School	Every Monday
Siocon	Siocon Central School	Every Monday
Sirawai	Sirawai Central School	Every Monday
Sibuco	Sibuco Central School	Every Monday

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**Enclosure #2: Additional Instructions in the Implementation, Monitoring, and Reporting**

1. Delivery trucks will arrive at the drop-off points in the morning and their staff will arrange the goods.
2. Pick-up delivered cereal sachet and banana anytime from the drop off points or may depend on the arrangement with the District Inspectorate Team (DIT).
3. The District Inspection Team (DIT) shall accomplish and sign the Inspection and Acceptance Report (IAR) Form
4. School property custodian shall accept the inspected goods and sign the acceptance portion of the IAR.
5. One authorized consignee from each school should be present to sign the Delivery Receipt and the IAR.
6. The NFP shall be provided to the beneficiaries for a period of (7) days per week for a total of 15 days for the Cereal sachet and 15 days for the Banana.
7. Implementation of double feeding was approved by the Regional Director for this implementation.
8. School Nurses shall closely monitor the Implementation and Inspections of goods delivered and report immediately issues and concerns to the Division SBFP focal thru its designated Chat Group.
9. School Nurses shall also gather required reports from the School Heads/ School SBFP Coordinator for district consolidation and submit it by District to the School Health and Nutrition Section (SHNS) on the prescribed deadline.
10. Schools shall strategize schemes to deliver the NFP to the beneficiaries in their homes, as follows:
  - a. Parents can pick up the NFP on designated day/s and time.
  - b. School personnel may opt to distribute from the school to the homes of the beneficiaries by contracting local utility vehicles in the community within reasonable costs.
  - c. School personnel may coordinate with partners such as the barangay to distribute the goods from the school to the homes of the beneficiaries.
11. Coordinators and Nurses are given 10 days to prepare and submit necessary/ required reports and shall be forwarded to the SDO at the end of feeding cycle for accounting and recording purposes.

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