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Republic of the Philippines  
Department of Education  
Region VI-Western Visayas  
SCHOOLS DIVISION OF KABANKALAN CITY

Office of the Schools Division  
Superintendent

DIVISION MEMORANDUM  
NO. 031, s. 2023

JAN 27 2023

IMPLEMENTATION OF SCHOOL-BASED FEEDING PROGRAM MILK FEEDING  
COMPONENT (DONATED POWDERED MILK) FOR SY 2022

To: OIC-Asst. Schools Division Superintendent  
CID & SGOD Chiefs  
Public Schools District Supervisors  
All Elementary School Heads  
All School-Based Feeding Program Coordinators (Alaska Beneficiaries)  
All Others Concerned

1. This Office shall implement the School-Based Feeding Program in compliance with DO 031, s. 2021 titled Operational Guidelines on the Implementation of School-Based Feeding Program and *Schools based on the DOH Administrative Order No. 2020-0015 or the Guidelines on the Risk-Based Public Health Standards for COVID- 19 Mitigation*
2. The Powdered Milk donated by Alaska Corporation as part of 2022 milk feeding implementation will be delivered on 3 batches by the courier from Alaska Warehouse. The first batch shall deliver **on January 31, 2023** for all Drop -Off Locations. The second and third batch of delivery will be announced later.
3. There are 5 designated Drop Off Locations namely:
- | DISTRICT | SCHOOL                          |
|----------|---------------------------------|
| K-1      | KABANKALAN NATIONAL HIGH SCHOOL |
| K-2      | TAMPALON ES                     |
| K-3      | TAPI ES                         |
| K-4      | TABUGON ES                      |
| K-5      | NOAC ES                         |
4. Authorized school representative assigned to pick up milk supplies are requested to be at the Drop-Off Location at 8:00 a.m. - 11:00 a.m. An authorization letter is needed if the person is not the SBFP-Milk Component Coordinator. All allotted milk supplies for each school shall be picked up before noon of the scheduled date. Drop Off locations shall not be held liable for any loss of the unclaimed supplies. Division nurses will be assigned to each drop-off location to facilitate distribution.
5. Schools shall ensure proper storage of milk products following the requirements: clean and dry place, avoid direct sunlight, avoid the products being wet, follow the First Expiry, First Out (FEFO) and stacked at maximum of 5 cases high and preferably not touching the floor.

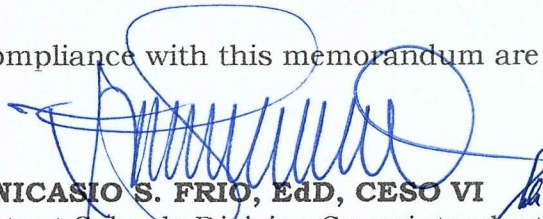






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6. Any adverse reaction or untoward incident regarding this milk feeding program component must be properly documented and reported to the schools division, through the Health and Nutrition Unit.
7. School-based milk feeding implementers are requested to check the Official Milk Coordinator (Alaska Beneficiaries') group chat daily for updates and announcement. Implementers are to secure consent and waiver form (Enclosure No. 1) using the form provided prior to the implementation of the program. Parent's/guardians signatures should be fill out using the waiver provided by Alaska. (Enclosure No. 2). Inventory Form Report should be filled-out every delivery, (Enclosure No. 3) Wrapper Redemption Monitoring Form and (Enclosure No. 4) Nutritional Status Report.
8. Schools shall collectively be responsible for the collection of all used plastic sachets of milk product donated and ensure that the wrappers will be properly recycled or upcycled.
9. The transportation expenses to cover travel, hauling and other school expenses relative to the implementation of the program shall be downloaded to schools.
10. School heads are enjoined to extend full administrative support, CID and SGOD personnel shall monitor the implementation of the SBFP-Milk Feeding Component.
11. The donated products are NOT MEANT TO BE RESOLD or distributed to other beneficiaries or organizations.
12. For more information, contact Mary Jane H. Butanas, RN at 09998234227 and Alma Vanessa G. Tanwani, RN at 09125915008 from the Health and Nutrition Unit.
13. Immediate dissemination of and compliance with this memorandum are desired.



**NICASIO S. FRIO, EdD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Enclosures:  
As stated

References:

DO 031, S. 2021 - OPERATIONAL GUIDELINES ON THE IMPLEMENTATION OF THE SCHOOL-BASED FEEDING PROGRAM FOR SCHOOL YEAR 2021-2022  
DO 037, S. 2020 SUPPLEMENTAL GUIDELINES TO DEPED ORDER NOS. 022 AND 023, S. 2020 (IMPLEMENTATION OF SCHOOL-BASED FEEDING PROGRAM)

To be indicated in the Perpetual Index  
Under the following subjects:

Health Education  
Learners  
Policy Programs  
Schools



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Department of Education  
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SCHOOLS DIVISION OF KABANKALAN CITY

**KASULATAN NG PAGSANG-AYON AT PAGWAWAKSI**

Pangalan ng kalahok : \_\_\_\_\_

Edad: \_\_\_\_\_

Kasarian: \_\_\_\_\_

Baitang: \_\_\_\_\_

Pangalan ng Paaralan: \_\_\_\_\_

Pangalan ng Magulang/Tagapag-alaga: \_\_\_\_\_

Tirahan: \_\_\_\_\_

Numero ng Telepono: \_\_\_\_\_

Bilang magulang o ligal na tagapag-alaga ng bata, binibigay ko ang aking pahintulot at pag-apruba para lumahok ang aking anak o inaalagaang bata sa School Milk Feeding Program, isang programang nutrisyon na pinagungunahan ng Alaska Milk Corporation (ang "Kumpanya") sa pakikipagtulungan ng Department of Education ("DepEd").

Sa pamamagitan ng pagpayag sa aking anak o inaalagaang bata na sumali sa Programa, kinukumpirma ko, sa abot ng aking pagkakaalam, na siya ay nasa mabuting kalusugan, at walang *Lactose Intolerance*, anumang *allergy* sa pagkain o gatas at anumang limitasyon sa pagkain.

Kinukumpirma ko na nabasa ko at lubos kong naintindihan ang proseso ng Programa, at lahat ng mga patakaran at patnubay na inilatag ng DepEd at ng Kumpanya para sa wastong pagpapatupad ng Programa at ang paghahanda ng gatas sa bahay. Sumasang-ayon ako na mahigpit kong susundin ang mga tagubilin ng DepEd at ng Kumpanya para sa wastong paghawak, pag-iimbak at paghahanda ng gatas sa bahay. Ginagarantiyahan ko rin na ang produktong gatas na tatanggapin ko ay hindi ko ibebenta at ibibigay lamang sa kalahok na pinangalanan sa itaas. Hindi ako magbibigay, maghanda o mag-aalok ng produktong gatas sa ibang bata na hindi kalahok sa programang ito alinsunod sa mga patakaran ng Programa o anumang naaangkop na batas, tulad ng E.O. No. 51 (Milk Code ng Pilipinas).

Sumasang-ayon ako na ang anumang personal na impormasyon tungkol sa akin at sa aking anak o inaalagaang bata, na maaaring makuha o kolektahin ng Kumpanya at ng DepEd ay maaaring gamitin para sa maayos na implementasyon ng Programa na ito alinsunod sa mga nauugnay na batas at alituntunin tungkol sa privacy, pati na rin ang Pahayag sa Privacy ng Kumpanya.

Bilang kapalit ng pagpayag sa aking anak o inaalagaang bata na lumahok sa Programa, sumasang-ayon ako na alisin mula sa pananagutan at bayarin ang Kompanya, o alinman sa mga opisyal, stockholder, empleyado, ahente o kinatawan na kumikilos sa loob ng saklaw ng kanilang mga tungkulin, mula sa at laban sa anuman at lahat ng mga paghahabol, hinihingi, pagkalugi, pinsala, gastos (kabilang ang bayad sa abugado), pananagutan o sanhi ng pagkilos o hindi kadahilanang pinsala, o mula sa anumang pinsala o karamdaman, na nagmumula nang direkta o hindi direkta mula sa, o kaugnay sa pakikilahok ng bata sa Programa. Ang waiver form na ito ay dapat nagbubuklod sa kalahok, mga magulang o tagapag-alaga o sinumang (mga) tao na nag-demanda sa nalan ng menor de edad.

Lagda ng Magulang o Tagapag-alaga: \_\_\_\_\_

Petsa: \_\_\_\_\_







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**CONSENT AND WAIVER FORM**

Name of Child/Participant: \_\_\_\_\_

Age: \_\_\_\_\_

Sex: \_\_\_\_\_

Grade: \_\_\_\_\_

Name of School: \_\_\_\_\_

Name of Parent / Guardian: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Being the parent/legal guardian of the child, I hereby give my full consent and approval for him/her to participate in the School Milk Feeding Program, a nutrition program initiated by Alaska Milk Corporation (the "Company") in partnership with, and under the direction of, the Department of Education ("DepEd") (the "Program").

By allowing my child to join the Program, I confirm, to the best of my knowledge, that my child is in good health, and does not have lactose intolerance, any food or milk allergy, or dietary restrictions.

I confirm that I have read and fully understood the mechanics of the Program, and all the rules and guidelines imposed by DepEd and/or the Company for the proper implementation of the Program and the preparation of milk at home. I agree to strictly comply with the instructions of [DepEd and/or the Company] for the proper handling, storage and preparation of milk at home. I also warrant that the milk product to be received shall only be given to the participant named above. I shall not give, prepare or offer the milk product to any other child in violation of the rules of the Program or any applicable law, such as E.O. No. 51 (Milk Code of the Philippines).

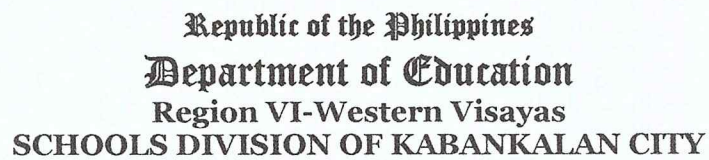
I hereby agree that any personal information about me and/or my child, which the Company may obtain or collect pursuant to the Program, may be used by the Company for the proper implementation of Program in accordance with the relevant laws and rules on privacy, as well as the Company's Privacy Statement.

In exchange for allowing my child to participate in the Program, I hereby agree to release from liability indemnify and hold harmless the Company, or any of its officers, stockholders, employees, agents or representative: acting within the scope of their duties, from and against any and all claims, demands, losses, damages, costs and expenses (including attorney's fees), liabilities or causes of action or inconsequential damages, or from or any injury or illness, arising directly or indirectly from, or in connection with, my child's participation in the Program. This release shall be binding upon the Participant, the parent(s) or guardian(s), any successors in interest, and/or any person(s) suing on the minor's behalf.

Signature of Parent/ Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

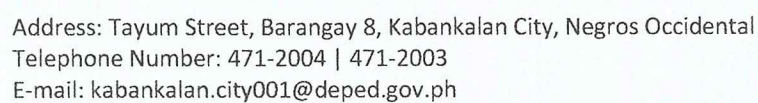




PANGALAN NG PAARALAN : \_\_\_\_\_  
SCHOOLS DIVISION OFFICE OF KABANKALAN CITY

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Lagda at Pangalan ng School Head: \_\_\_\_\_









Department of Education  
Bureau of Learner Support Services  
SCHOOL HEALTH DIVISION  
**NUTRITIONAL STATUS REPORT OF ELEMENTARY SCHOOL**  
*Endline (JUNE) SY 2022-2023*  
**ALASKA MILK FEEDING PROGRAM**

Grade Levels	Enrollment	BODY MASS INDEX (BMI)												HEIGHT-FOR-AGE (HFA)						Pupils Taken Height			
		Pupils Weighed		Severely Wasted		Wasted		Normal		Overweight		Obese		Severely Stunted		Stunted		Normal				Tall	
		No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%			No.	%
Kinder	M																						
	F																						
	Total																						
Grade 1	M																						
	F																						
	Total																						
Grade 2	M																						
	F																						
	Total																						
Grade 3	M																						
	F																						
	Total																						
Grade 4	M																						
	F																						
	Total																						
Grade 5	M																						
	F																						
	Total																						
Grade 6	M																						
	F																						
	Total																						
SPED	M																						
	F																						
	Total																						
GRAND TOTAL:	M																						
	F																						
	Total																						

Note: The indicator used for below 6 years old is weight-for-age.

Prepared by:

NOTED:

SBFP-School Coordinator

SCHOOL HEAD