



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

January 13, 2020

DIVISION MEMORANDUM
NO. 011, S. 2021

**MONITORING OF THE IMPLEMENTATION OF SCHOOL-BASED FEEDING PROGRAM
MILK FEEDING COMPONENT SY 2019-2020 AND NUTRITIOUS FOOD
PRODUCTS SY 2020-2021**

To : Assistant Schools Division Superintendent
Chiefs, CID & SGOD
Public Schools District Supervisors
All Elementary School Heads
All School-Based Feeding Program Coordinators
All Concerned

1. Pursuant to DepEd Orders No. 008, s. 2021 and No. 009 s. 2021 the School Governance and Operation Division – Health and Nutrition Unit will conduct a monitoring on the implementation of 2020-2021 School Based Feeding Program – Nutritious Food Product on the following dates:

January - 14, 21, 28, 2021

February - 4, 11, 18, 24, 2021

March - 4, 11, 18, 25 31, 2021

Hereunder are the monitoring teams in charge:

District	School Drop Off Point	Team
K 1	ERAMS –East MS	Eduard Q. Villavicencio, RN, Vida Grace Moreño, RN, Cecilia G. Abello, PhD, Kean Von G. Yupracio, Saturnino T. Pabalinas, Jr.
K 2	Tampalon ES	Dr. Aldwin Marco P. Bendo, Mary Jane H. Butanas, RN, Jonalyn A. Dela Cerna, Aldrin T. Ballentos
K 3	Tapi ES	Tristan P. Lucerna , Julieta V. Gempison, Dexyll Garl G. De Jesus
K 4	Tabugon ES	Noemi M. Barañao, RN, Rowena T. Bolo
K 5	Oringao ES	Alma Vanessa G. Tanwani, RN , Eulyne D. Lucerna, Sheina S. Saquian

2. In line with this, the team will visit the school drop-off center. This Office reiterates that all monitors and concerned participating school shall observe proper health standard and safety protocols at all times as stipulated in our Deped Order No. 14 series of 2020 - Guidelines on the Required Health Standards in Basic Education Offices and Schools.
3. Enclosed is the monitoring tool to be utilized in ensuring the proper implementation of this program.
4. Travel expenses and other fees are chargeable against Division MOOE or SBFP monitoring funds subject to usual accounting and auditing rules and regulations.
5. Immediate and wide dissemination of this memorandum is desired.

PORTIA M. MALLORCA, PhD, CESO V
Schools Division Superintendent



Republic of the Philippines
DEPARTMENT OF EDUCATION
 REGION VI- WESTERN VISAYAS



SCHOOLS DIVISION OFFICE OF KABANKALAN CITY

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Name of School: _____
 Date/Time: _____

District: _____

HEALTH AND NUTRITION UNIT
SBFP-Milk feeding and NFP Monitoring and Evaluation form

INDICATORS	Observed	Not Observed	Remarks
Availability of functional handwashing facilities at the entrance and exit of the school			
Provision of footbath in all entrances			
Availability of non-contact infrared thermometer/thermal scanner to monitor body temperatures			
Proper wearing or use of face mask (both nose & mouth must be covered)			
Observance of proper physical distancing (at least 1 meter)			
Use of logbook for personnel and visitors			
Frequent cleaning of hands by using alcohol-based hand rub/disinfectants or by proper handwashing with soap and water			
Availability of extra masks at the entrances			
Availability of trash bins for proper disposal of used tissue and masks			
Use of separate doors for entrance and exit			
Observance of proper ventilation (open windows are preferred over air conditioning system)			
Toilets have adequate water and soap			
Availability of tissue paper/towel			
Posting of IEC materials containing the key messages on health and safety in strategic areas of the school (entrances, corridors, toilets, and other communal areas).			
List of beneficiaries			
The School Head oversees the implementation, delivery, storage, and distribution of milk packs and Nutritious Food Packs (NFP)			
The School Head has designated members of the School Inspection Team (SIT) who shall receive and inspect the deliveries of milk packs and NFP.			
List of beneficiaries who do not have lactose intolerance, with lactose intolerance but are willing to participate in the program, and those that are not allowed by their parents to participate using the SBFP milk form 2.			
The milk packs and NFP delivered or received are in accordance with the specifications and quality standards as indicated. (DO 36 s. 2019)			

[Handwritten Signature]

The fresh milk delivered are packed in food grade polyethylene pouches while the sterilized milk is packed using the doypackaging pouches			
The SIT has randomly inspected the milk packs and NFP every delivery as to the quantity and quality including the date of manufacturing and expiration			
The SIT upon thorough inspection has ensured that goods delivered are in good quality for consumption of the beneficiaries and are found to be without leaks, clean and not spoiled; with expiry date clearly indicated on the packaging			
Adherence to food safety standards and the required health standards such as handwashing before handling of food products, wearing of masks, gloves, face shields and practice of physical distancing.			
Has provided a clean, safe, well-ventilated, and pest-free storage for milk packs and NFP.			
The Inspection and Acceptance Report (IAR) form was properly accomplished and signed by at least two members of the SIT as proof that they have received the specified quantity and quality of milk and NFP.			
Parents' consent form for SBFP and milk feeding program were signed and kept for filing.			
Availability of distribution process flow for guidance and direction.			
Availability of holding/isolation area.			
Continuous conduct of nutritional assessment, monitoring/evaluation throughout the program implementation.			

Remarks: _____

Monitored by:

Signature over Printed Name

Designation

I certify that the results of this evaluation have been discussed with me

Signature over Printed Name

Designation