



057

DepEd MALAYBALAY CITY DIVISION

April 7, 2014

RELEASED

DIVISION MEMORANDUM

No. 122 s. 2014

Date: 4-10-14 Time: 9:20am
Ed Oplenaria

**COMPOSITION OF THE DIVISION SCHOOL - BASED FEEDING PROGRAM
TECHNICAL WORKING GROUP**

TO : Promotional Staff
: Public Schools District Supervisors
: Elementary and Secondary School Heads
: All Others Concerned

FROM : 
: **EDILBERTO L. OPLENARIA**
: Schools Division Superintendent

DATE : April 7, 2014

1. In view of the letter received from the OIC to the Office of the Regional Director, Ingrid G. Racoma, Ph.D., CESO V and in line with the implementation of the School – Based Feeding Program in School Year 2014 -2015 to address the “ short term hunger syndrome” among public school children the following shall compose the Division School - Based Feeding Program Technical Working Group :

EDILBERTO L. OPLENARIA	- Schools Division Superintendent
ANALY L. OCIER	- Education Program Supervisor/ Focal Person
NANCY L. DEQUITO	- Nurse in Charge/ Alternate Focal Person
PAUL JOHN P. ARIAS	- Planning Officer
LUIS S. ALAJAR	- Education Program Supervisor / Adopt a School Coordinator
RHYSA CYLE C. ROSALEJOS	- Accountant II
SYBIL MAPUTI	- Supply Officer
RALPH T. QUIROG	- Education Program Supervisor / BAC Chair
VIRGINIA I. FLORES	- City Social Welfare and Development Officer

2. The above – named person shall take charge of the following :
 - a. Preparation of data requirements for the program (nutritional status data, list of names of beneficiaries duly signed by the school heads and schools division superintendent, monthly and quarterly reports, terminal reports, project proposal among others);

- b. Preparation of the Memorandum of Agreement and Terms of Reference;
 - c. Coordination with DSWD Field Office (FO) counterpart and monitoring of the program;
 - d. Conduct Orientation of Activities;
 - e. Provision of technical expertise to the program;
 - f. Monthly submission of reports to DSWD FO counterpart;
 - g. Submission of liquidation reports;
 - h. Partnerships with various stakeholders present in the region and division.
3. Further, the technical working group shall ensure successful implementation of the program in all schools.

For information and guidance.

alo/ELO 2014