



2020 - 6874

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DIVISION OF MALAYBALAY CITY  
RELEASED  
DATE: \_\_\_\_\_ TIME: 10:35  
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Department of Education  
Region X - Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**

Sayre Highway, Purok 6, Casisang, Malaybalay City  
Telefax # 088-314-0094 Email: [depedmalaybalay@gmail.com](mailto:depedmalaybalay@gmail.com)

**DIVISION MEMORANDUM**

No. 003, s. 2020

TO: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Elementary School Heads  
All Others Concerned

FROM:  **VICTORIA V. GAZO, PhD, CESO V**  
Schools Division Superintendent

DATE: December 26, 2019

SUBJECT: **SUBMISSION OF SCHOOL-BASED FEEDING PROGRAM TERMINAL  
REPORT FOR SY 2019-2020**

1. To ensure efficiency in the implementation, monitoring and compliance with DepEd Order No. 18, s. 2019 re: Supplemental Guidelines on the Implementation of School-Based Feeding Program for Fiscal Year 2019, this Office hereby direct schools concerned to submit the hard copy of School-Based Feeding Program Terminal Report on or before **January 31, 2019**, attention: **MARCOS JULITA K. FULGENCIO, DMD**.
2. Enclosed is the revised SBFP Form 5 and SBFP Form 4 which can be downloaded from the Division website under the Health and Nutrition Section. Soft copy of the report with photos shall be submitted through e-mail add: [schoolhealthsection@gmail.com](mailto:schoolhealthsection@gmail.com).
3. Shall there be queries, contact Ms. KEZIAH FATIMA M. UN, Nurse II through mobile number 0917-706-6601.

Encl.: As stated

Copy Furnished:  
SGOD-School Health Unit  
Records Unit

**SCHOOL-BASED FEEDING PROGRAM (SBFP)**  
SY 2019 - 2020

**PROGRAM TERMINAL REPORT – SBFP**

Region/Division: **X - MALAYBALAY**  
 District : \_\_\_\_\_  
 School : \_\_\_\_\_  
 School ID No. : \_\_\_\_\_  
 School Enrolment: \_\_\_\_\_

Prepared by:

\_\_\_\_\_  
 School Feeding / SBFP Coordinator

\_\_\_\_\_  
 School BAC

Noted by:

\_\_\_\_\_  
 School Head

\_\_\_\_\_  
 PTA Representative

**A. PROGRAM ACCOMPLISHMENT (120 DAYS)**

Status of Implementation:

	FIRST TRANCHE:	SECOND TRANCHE:	TOTAL:	
a. Completed	_____	_____	_____	<i>feeding days</i>
b. Discontinued	_____	_____	_____	<i>feeding days</i>
c. For continuation	_____	_____	_____	<i>feeding days</i>
TOTAL:	_____	_____	_____	<i>feeding days</i>

*Note: Please attach a justification if feeding is NOT fully completed (60 days per tranche for a total of 120 feeding days) duly signed by the SBFP Coordinator & School Head.*

Grade Level	Number of Beneficiaries		No. of Beneficiaries Dewormed		No. of Beneficiaries who are also 4Ps Beneficiaries		No. of Pupils who are Previous Beneficiaries of SBFP	
	Target	Actual	No.	%	No.	%	No.	%
Kinder								
Grades 1-3								
Grades 4-6								
<b>TOTAL:</b>								

FINANCIAL STATUS				
TRANCHE	Amount Allocated	Amount Received from DO	Amount Disbursed	Amount Liquidated
1 <sup>ST</sup>				
2 <sup>ND</sup>				
<b>TOTAL</b>				

STATUS OF GULAYAN SA PAARALAN PROGRAM (GPP) IMPLEMENTATION		
TRANCHE	Sustained Year Round (YES or NO)	Total No. of Vegetables from School Garden Used for Feeding (IN KILOS)
1 <sup>ST</sup>		
2 <sup>ND</sup>		
<b>TOTAL</b>		

\_\_\_\_\_  
Name & Signature of GPP Coordinator

**B. NUTRITIONAL STATUS OF BENEFICIARIES**

Nutritional Status	BEFORE FEEDING	END OF FEEDING (AFTER 120 DAYS)				
		SW/SU	W/U	N	OW	O
Severely Wasted / Underweight (SW/SU)						
Wasted / Underweight (W/U)						
Normal (N)						
Overweight (OW)						
Obese (O)						
<b>TOTAL:</b>						

**C. PERCENTAGE ATTENDANCE**

	Month 0	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Average of Months
% Attendance of Beneficiaries									

**D. CONCOLIDATED ISSUES ENCOUNTERED and ACTIONS TAKEN and MONITORING FINDING**

ISSUES ENCOUNTERED / M&E FINDINGS	ACTIONS TAKEN / RECOMMENDATIONS

**E. PROCUREMENT PROCESS**

PROCUREMENT PROCESS		Presence / Use of Documents					
BIDDING	SMALL VALUE PROCUREMENT	RFQ	PHILGEPS Certificate	Abstract of Quotation	PO or Contract	Official Receipt	RER

Note: Use   /   if done/present or   X   if not done/absent

**F. GOOD PRACTICES or LESSONS LEARNED**

GOOD PRACTICES

LESSONS LEARNED

**G. PERSONNEL INVOLVED**

Names of School Personnel	Names of Parents	Names of Barangay Officials	Others or Names of NGOs, Civic Groups, etc
<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>			

Note: Use separate page/s as needed

**H. PICTORIALS**

Notes: Please use separate page/s if necessary  
 Limit pictures to SIGNIFICANT and RELEVANT activities only  
 Add captions, venue, date