



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

2023-78914
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DEPED MALAYBALAY CITY DIVISION
RELEASED
APPROVED: [Signature] Date: 10/08/23
By: [Signature]

DIVISION MEMORANDUM
No. 217 series of 2023

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

FROM: 
CHERRY MAE L. LIMBACO-REYES
Schools Division Superintendent

DATE: August 2, 2023

SUBJECT: **ORIENTATION ON SCHOOL-BASED FEEDING PROGRAM
IMPLEMENTING GUIDELINES FOR SY 2023-2024**

1. In compliance to OUOPS Memorandum No. 2023-03-3656 re: Advisory for the Implementation of the School-Based Feeding Program SY 2023-2024 and DepEd Order No. 31, s. 2021 re: Operational Guidelines on the Implementation of the School-Based Feeding Program (SBFP), this Office hereby informs the field of the orientation on the SBFP implementing guidelines for SY 2023-2024.
2. Participants of this orientation are the **68 Elementary School Heads, 10 District Property Custodians, and the 10 Public Schools District Supervisors** on August 16, 2023, 8:30AM, at The Garden's Party Venue, Malaybalay City, Bukidnon.
3. Meals and snacks will be served at the venue charged to OSEC-10-23-0766, meanwhile, traveling and other incidental expenses of the participants shall be charged to school funds subject to usual accounting and auditing rules and regulations.
4. Shall there be queries, contact Ms. KEZIAH FATIMA M. UN, Nurse II through mobile number 0917-706-6601.
5. Widest dissemination of this memorandum is desired.

Copy Furnished:
SGOD-School Health Unit
Records Unit



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
Email Address: malaybalay.city@deped.gov.ph



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Republic of the Philippines
Department of Education
OPERATIONS

OUOPS No. 2023-03-366

MEMORANDUM

FOR : **REGIONAL DIRECTORS**
Regions I-XII, CARAGA, CAR, & NCR

FROM : **FRANCIS CESAR B. BRINGAS**
Assistant Secretary for Operations
Officer-in-Charge
Office of the Undersecretary for Operations

DR. DEXTER A. GALBAN
Assistant Secretary for Operations

NENETTE ESPLANA-ALAMA, Ph.D.
Director IV, BLSS

SUBJECT : **ADVISORY FOR THE IMPLEMENTATION OF THE SCHOOL-BASED FEEDING PROGRAM (SBFP) SY 2023-2024**

DATE : **17 April 2023**

The Department is in continuous efforts to address undernutrition among learners from Kinder to Grade 6, through the provision of hot meals/nutritious food products (NFP) and pasteurized/sterilized milk in all public elementary schools. In accordance to RA 11037 or the "Masustansyang Pagkain Para sa Batang Pilipino Act", signed by President Duterte on June 20, 2018, constitutes the primary statutory basis for the SBFP. The law aims to implement programs that sustain and improve the health of the school children thru School-Based Feeding Program (SBFP).

In line with this, the Institutional Guidelines for SBFP is still in the process of review and approval by the EXECOM, Planning Service and Legal Service. Thus, the following directions are issued for early and efficient implementation by School Year 2023-2024 this August 2023:

1. The target beneficiaries for FY 2023 is 1,678,704 severely wasted and wasted Kinder to Grade 6, the NFP will cover 120 feeding days and 43 days for the milk component;

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Email: oure@deped.gov.ph; Website:
Tel. No.: (02) 8633-5313; (02) 8631-8492

2. Funds for the procurement of NFP and Milk were comprehensively released to the ROs last February 2023 while the Sub-ARO for FY 2023 Program Support Funds was already downloaded, dated March 20, 2023;
3. The DO No. 31 s. 2021, DO No. 38, s. 2022, and DO No. 10 s. 2022 shall be used until the new issuance of SBFP guidelines is signed by the Vice President and Secretary Sara Z. Duterte.
4. All Regional Offices and School Division Offices (SDOs) SBFP Focal Persons and all involved in the implementation of SBFP are requested to start the procurement process of Hot Meals/Nutritious Food Products (NFP) and Milk and prepare the Project Proposal for SY 2023-2024, Work and Financial Plan, Authority to Procure NFP and Milk, Cycle Menu, Technical Specifications, etc.;
5. It is reiterated that hot meals shall be allowed only in areas without community quarantine imposed, areas with central kitchens, and in schools with support of a volunteer group or hired helpers to ensure that teachers will not participate in the preparation and cooking of meals; this also needs the approval of the Schools Division Superintendent; IFR is the preferred rice for hot meals as far as practicable.
6. Serving of Iron-fortified rice (IFR) is encouraged for a maximum of 24 days only for a 120-feeding day period, the use of IFR is in compliance with RA 8976, "The Philippine Food Fortification Act of 2000." (Serving of IFR is a commitment of the Philippines to the United Nations' School Meals Coalition).
7. For the Milk component, the NDA and PCC shall prepare a Certificate of Commitment to supply pasteurized and sterilized milk in different Schools Division Offices (SDOs), Schools Districts or Schools. These areas must be confidently and consistently be supplied within the implementation arrangements set by DepEd to avoid future indemnification/interference and delay in the implementation of milk feeding. DepEd CO shall finalize the Milk Source/Supply Map in coordination with the ROs and SDOs and in accordance with the performance of NDA/PCC in the previous years on April 17-18 and 24-26, 2023; Attached is the Milk Supply Mapping Process Flow;
8. For the NFP component, attached are the new technical specifications.
9. The food items to be served to the beneficiaries shall comply with the following revised levels of nutrients:

Nutrients	Revised Allowable Amounts
Added Sugar	<10-30 grams
Saturated Fat	0-7 grams
Sodium	<120-200 mg

The revision in the level of nutrients for the food items served in the SBFP was done in consideration of the need to increase the caloric intakes of the undernourished beneficiaries. Also, increasing the levels of sugar, fat, and sodium may possibly result in the improvement of the palatability of the foods to be served, therefore influencing better consumption of food items by the beneficiaries.

10. The Program Support Funds (PSF) for CO, ROs, and SDOs shall be used for the following:
 - a. Conduct of orientation activities, snacks/meals for face-to-face meetings/conferences, program implementation reviews, monitoring activities, reimbursement/augmentation of traveling expenses for SBFP activities, nutritional and/or microbiological analysis of Enutribun and other products, advocacy activities, communication-related expenses,

- hiring of COS staff, transportation expenses of food commodities or hiring of service provider, and other SBFP-related activities;
- b. Cover funding deficiencies in the NFP and milk components and operational expenses related to the milk component, such as but not limited to the payment of 3% service fee of National Dairy Authority (NDA)/Philippine Carabao Center (PCC) offices, and transportation expenses for the distribution of milk from drop-off points to schools to homes of learners. In allocating the amount for the distribution cost, the SDO or the school must determine the most economical and efficient mode of transporting the milk products from the drop-off point to the school;
 - c. Procurement of deworming tablets if the LGU cannot provide (should be with a Certification of Non-availability of Deworming Tablets from the LGU), Micronutrient Powder (MNP), ice, coolers/insulated reusable coolers, freezers/refrigerators for schools without storage facility, food thermometers, weighing scales for food, trays and crates for the schools or designated drop-off points, multivitamins, soap for handwashing, calibration weights for weighing scales, augmentation of school operational funds for transportation expenses, and payment of other professional services to partners;
 - d. Cover expenses related to the management of food-borne diseases with approval of the Schools Division Superintendent;
 - e. Cover expenses for medical and dental examinations and treatments of beneficiaries, deworming, and vaccination.
11. The SDO has the option to retain or to re-allocate the School Operational Expenses (P2.00 for Hot meals/NFP and P1.00 for milk) in consideration of the varying needs of the schools (e.g. geographic location, enrolment, etc.).
 12. Operational expenses downloaded to each school allowed under this program include the purchase of basic eating/cooking utensils, food thermometers, weighing scales for food, trays and crates, packaging materials, communication-related expenses, reasonable transportation expenses from drop-off points to schools to homes of learners, common office supplies needed for the preparation of reports, payment of labor and wages of kitchen assistants, and other professional services to partners from barangay (i.e. nutrition scholars, health workers, among others), payment for the health certificate of food handlers, expenses related to the kitchen operations such as purchase of water, dishwashing soaps, LPG, charcoal, firewood, and kerosene.
 13. Expenses related to compliance with the required health standards such as use of face masks, face shields, alcohols, gloves, and sanitizers, shall be charged against SBFP PSF at the SDOs or the SBFP Operational Expenses downloaded to schools subject to the pertinent procurement, accounting, and auditing rules and regulations.
 14. Any excess funds may be used for the other SBFP-related activities such as conduct of meetings and conferences, purchase of beam balance or digital weighing scale, microtoise, additional Level 1 PPEs, gloves, face masks, and other medicines, medical and dental supplies, and multivitamins/Vitamin C/micronutrient powder for the beneficiaries and/or implementers, printing of Individual Health Cards, and replication of forms subject to the approval of the Schools Division Superintendent.

15. Savings incurred from the procurement of food commodities may be used for the eligible expenses under the Program Support Funds after the SDO Health and Nutrition Unit has certified that the target beneficiaries have been completely served by the program.
16. It is reiterated that teachers should be deloaded from SBFP activities to allow them to focus on their teaching functions. Other non-teaching personnel of the school may perform SBFP-related tasks or the school may hire kitchen assistants to be charged against the school operational expenses.
17. All ROs and SDOs are instructed to ensure that implementation, distribution of food commodities, and actual feeding will commence in August 2023.

For further details, Ms. Magdalene Portia T. Cariaga, Ms. Mei-Ling V. Duhig, or Mr. Ferdinand M. Nuñez, BLSS-SHD, may be contacted at cell phone nos. 09993056058 or 09175620849 or email at sbfp@deped.gov.ph.

TECHNICAL SPECIFICATIONS FOR NUTRITIOUS FOOD PRODUCTS

Type of Food	Enhanced Nutribun (with certification from FNRI)	
Serving Size	40 g - 80 g x 2 pcs in one pack	
Quality	Bread received in good condition, not expired, no signs of molds, no foul smell, and soft in texture.	
Packaging	Individually packed in food-grade plastic pouches. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, provide an imprinted sign per pack which indicates "DepEd-SBFP, NOT FOR SALE".	
Expiration	Expiration date should be at least 5 days from the date of manufacturing	
Nutritional Content	Minimum Amount Per Serving	
	Energy	249-504 Kcal
	Saturated Fat	0-7 g
	Protein	8-18 g
	Sugar	Less than 10-25 g
	Calcium	130-260 mg
	Sodium*	100-440 mg
	Iron	2.7-6 mg
	Vit. A	120-222 ug
	*The level of sodium for Enutribun is acceptable because the serving size of Enutribun for SBFP is equivalent to 2 rice exchanges.	
Technical Requirements for Suppliers	The suppliers should be certified by DOST-FNRI as Technology Adopter for Enhanced Nutribun	
Delivery Schedule	(to be supplied by the End-user; should be in accordance with the schedule in the approved cycle menu)	
Drop-off Points	(to be supplied by the End-user)	
Payment Schedule	Staggered payment once distribution is started	
Sensory evaluation and acceptability test	Should pass the sensory evaluation and acceptability tests	

*Provide samples for sensory evaluation and acceptability tests.

Type of Food	Karabun (Milky Bun) by Phil. Carabao Center (PCC)	
Serving Size	40 g - 80 g x 2 pcs in one pack	
Quality	Bread received in good condition, not expired, no signs of molds, no foul smell, and soft in texture.	
Packaging	Individually packed (or 25-37.5 g x 4 pcs. per pack) in food-grade plastic pouches. The packaging must clearly and readably indicate the Manufacturing Date and/or the Expiration Date. If possible, provide an imprinted sign per pack which indicates " DepEd-SBFP, NOT FOR SALE ".	
Expiration	Expiration date should be at least 5 days from the date of manufacturing	
Nutritional Content		Minimum Amount Per Serving
	Energy	260-530 Kcal
	Saturated Fat	0-7 g
	Protein	8-16 g
	Sugar	Less than 10-25 g
	Calcium	430-860 mg
	Sodium*	208-416 mg
	Iron	6-12 mg
	Vit A	6-12 ug
	*The level of sodium for Karabun is acceptable because the serving size of Karabun for SBFP is equivalent to 2 rice exchanges.	
Delivery Schedule	(to be supplied by the End-user; should be in accordance with the schedule in the approved cycle menu)	
Drop-off Points	(to be supplied by the End-user)	
Payment Schedule	Staggered payment once distribution is started	
Sensory evaluation and acceptability test	Should pass the sensory evaluation and acceptability tests	

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Type of Food	Fortified/Enriched Breads												
Flavor	Plain/Any Flavor												
Serving Size	40 g - 80 g x 2 pcs in one pack												
Quality	Bread received in good condition, not expired, no signs of molds, no foul smell, and soft in texture.												
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, provide an imprinted sign per pack which indicates "NOT FOR SALE" .												
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Type of Food	Blinkid														
Flavor	Plain/Any Flavor														
Serving Size	60 g per pack or 30 g x 2 packs														
Quality	Products received in good condition, no signs of damage in packs, no signs of holes, pest-free, and not expired.														
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, provide an imprinted sign per pack which indicates "NOT FOR SALE" .														
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Type of Food	Crackers												
Flavor	Plain/Any Flavor												
Serving Size	60 g per pack or 30 g x 2 packs												
Quality	Products received in good condition, no signs of damage in packs, no signs of holes, pest-free, and not expired.												
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, provide an imprinted sign per pack which indicates "NOT FOR SALE" .												
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Type of Food	Iron Fortified Rice (IFR)													
Serving Size	250- 350 g per serving (raw, uncooked)													
Quality	IFR is in good condition, not expired, no signs of molds or discoloration, no foul smell, no pests, and no lump grains.													
Packaging	250-350 g individually packed or bulk packaging in food-grade plastic pouches. The packaging must clearly and readably indicate the Manufacturing Date, and the Expiration Date. If possible, there must be an imprinted sign per pack which indicates "DepEd-SBFP, NOT FOR SALE".													
Expiration	Expiration date should be at least 6 months from the date of delivery													
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Technical Requirements for Suppliers	The suppliers should be certified by DOST-FNRI as Technology Adoptor for IFR													
Delivery Schedule	(to be supplied by the End-user; should be in accordance with the schedule in the approved cycle menu)													
Drop-off Point	(to be supplied by the End-user)													
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Type of Food	Root crops, e.g. Camote
Serving Size	85 g x 2pcs (Approximately Contains: 256 kcal, 2 g Protein, 110 mg Calcium, 180 mcg Vit A)
Quality	Root crops received in good condition, no signs of molds, no foul smell, and no pests or insect bites
Packaging	Individually packed in paper bag/cling wrap
Signs of Expiration	Appearance of rotten parts
Delivery Schedule	(to be supplied by the End-user; should be in accordance with the schedule in the approved cycle menu)
Drop-off Points	(to be supplied by the End-user)
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Type of Food	Fruits, e.g. Banana
Serving Size	80 gm (1 pc of 14 x 3.5 cm) (Approximately Contains: 146 kcal, 1.6 gm Protein, 24 mg Calcium, 69 mcg Vit A)
Quality	Preferences: Locally Produced; Fruits received in good condition, not rotten, smells fresh, and no pests or insect bites
Packaging	Packed in paper bag/cling wrap
Signs of Expiration	Appearance of rotten parts
Delivery Schedule	(to be supplied by the End-user; should be in accordance with the schedule in the approved cycle menu)
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Type of Food	Vegetables (Non-Leafy), e.g. Kalabasa
Serving Size	113 g/1 cup (Approximately Contains: 70 kcal, 97 gm Protein, 97 mg Calcium, 234 mcg Vit A)
Quality	Vegetables received in good condition, not rotten, fresh in color, and no pests or insect bites/infestations
Packaging	Packed in pouches
Expiration	Appearance of rotten parts or very soft
Delivery Schedule	(to be supplied by the End-user; should be in accordance with the schedule in the approved cycle menu)
Drop-off Points	(to be supplied by the End-user)
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Type of Food	Nutri-packs												
Flavor	Any Flavor												
Serving Size	50 - 100 g												
Quality	Nutripacks received in good condition, no signs of damage in packs, no signs of holes, pest-free, and not expired												
Packaging	Individually packed in food-grade pouches or 1 pouch for the number of feeding days. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, an imprinted sign per pack which indicates "NOT FOR SALE" .												
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Type of Food	Banana Chips													
Flavor	Any Flavor													
Serving Size	50 g													
Quality	Products received in good condition, no signs of damage in packs, no signs of holes, pest-free, and not expired													
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, an imprinted sign per pack which indicates "NOT FOR SALE" .													
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Type of Food	Rice-mongo curis															
Flavor	Any Flavor															
Serving Size	30 g															
Quality	Products received in good condition, no signs of damage in packs, no signs of holes, pest-free, and not expired															
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Type of Food	Rice-mongo blend															
Flavor	Any Flavor															
Serving Size	100 g															
Quality	Products received in good condition, no signs of damage in packs, no signs of holes, pest-free, and not expired															
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, an imprinted sign per pack which indicates "NOT FOR SALE" .															
Expiration	Expiration date should be at least 6 months from the date of delivery															
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Type of Food	Nutty-fruity bar															
Flavor	Chocolate Flavor															
Serving Size	50 g															
Quality	Products received in good condition, no signs of damage in packs, no signs of holes, pest-free, and not expired															
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, an imprinted sign per pack which indicates "NOT FOR SALE" .															
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Type of Food	Nutty-fruity bar													
Flavor	Honey Flavor													
Serving Size	25 g													
Quality	Products received in good condition, no signs of damage in packs, no signs of holes, pest-free, and not expired													
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, an imprinted sign per pack which indicates "NOT FOR SALE" .													
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Type of Food	Fruit Juices									
Flavor	Any Flavor (Kalamansi, dalandan, melon, water melon, mango, pineapple, passion fruit, coconut, guyabano etc)									
Serving Size	200 ml or more									
Quality	Fruit juice comes from real fruit juice, not synthetic flavorings, received in good condition, no signs of damage in packs, not expired, no signs of bulging/dents									
Packaging	Individually packed in food-grade bottles. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, an imprinted sign per pack which indicates "NOT FOR SALE" .									
Expiration	Expiration date should be at least 6 months from the date of manufacturing.									
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Payment schedule	Staggered payment once distribution is started									
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Type of Food	Cereals											
Flavor	Plain/Any Flavor											
Serving Size	35 gm x 2 packs											
Quality	Cereals received in good condition, no signs of damage in packs, no lumps, no signs of holes, pest-free, and not expired											
Packaging	Individually packed in food-grade pouches or 1 pouch for the number of feeding days. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, an imprinted sign per pack which indicates NOT FOR SALE .											
Expiration	Expiration date should be at least 6 months from the date of delivery											
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Type of Food	Grains, e.g. Corn	
Flavor	Plain	
Serving Size	180 g As Purchase (64 g Edible Portion)	
Quality	Grains received in good condition, no signs of damage in packs, no signs of holes, pest-free, and not rotten	
Packaging	Individually packed in food-grade pouches or 1 pouch container for the number of feeding days.	
Signs of Expiration (If possible)	Dry or wilted husks, kernels are hard and dry, with molds and black spots	
Nutritional Content	Minimum Amount Per Serving	
	Energy	284 kcal
	Protein	7.2 g
	Calcium	13 mg
	Iron	1.3 mg
Delivery Schedule	(to be supplied by the End-user; should be in accordance with the schedule in the approved cycle menu)	
Drop-off Points	(to be supplied by the End-user)	
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Type of Food	Legumes	
Flavor	Plain	
Serving Size	100 g As Purchase (100 g Edible Portion)	
Quality	Legumes received in good condition, pests-free, and not rotten	
Packaging	Individually packed in food-grade pouches or 1 pouch container for the number of feeding days.	
Expiration (If possible)	Expiration date should be at indicated/ 6 months from the date of delivery	
Nutritional Content	Minimum Amount Per Serving	
	Energy	363 Kcal
	Protein	24.4 g
	Calcium	142 mg
	Iron	5.7 mg
	Vit. A	13 ug
	Delivery Schedule	(to be supplied by the End-user; should be in accordance with the schedule in the approved cycle menu)
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Milk Supply Mapping

