



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF EDUCATION

Regional Office No. 02 (Cagayan Valley)

Regional Government Center, Carig Sur, Tuguegarao City, 3500

110419003



**MEMORANDUM**

To : **The Schools Division Superintendents**

From : **ESTELA L. CARIÑO, Ed.D., CESO IV**  
Director IV/Regional Director

By Authority of the Regional Director:

**RHODA T. RAZON, Ed.D., CESO V**  
Schools Division Superintendent  
OIC, Office of the Director III/Asst. Regional Director

Date : **October 31, 2019**

Subject: **MID-TERM REVIEW AND PLANNING WORKSHOP ON THE IMPLEMENTATION OF SCHOOL-BASED FEEDING PROGRAM SY 2019-2020**

1, This Office through the Education Support Services Division (ESSD) shall conduct a Mid-Term Review cum Workshop on the Implementation of School-Based Feeding Program (SBFP) on November 7-8, 2019 at Zen Hotel, Santiago City.

2. The objectives of the workshop are to:

- a. assess and evaluate the mid-implementation and fund utilization of the program;
- b. update the participants on the Milk component of SBFP;
- c. resolve identified issues and concerns encountered during the implementation;
- d. prepare catch up plan to complete the number of feeding days
- e. strengthen the camaraderie among the participants

3. The expected participants to this activity to wit:

	<b>PARTICIPANTS</b>	<b>TOTAL</b>
<b>Schools Division Offices</b>	2 SBFP Focal Persons (Permanent & Alternate) 1 Accountant 1 Budget Officer 4 pax/SDO	<b>36</b>
<b>Regional Office</b>	7 ESSD Staff 1 Budget Officer 1 Accountant	<b>9</b>
<b>TOTAL NUMBER OF PARTICIPANTS</b>		<b>45</b>

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RECORDS SECTION

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4. It is respectfully requested that the participants be advised to present the following:
1. Financial Status Report as of October 31, 2019. (Format enclosed)
  2. Nutritional Status Report (Before Feeding to Midline -after 60 days) with Analysis.
  3. Best Practices (pls include the performance of partners eg: what are their contribution in the successful implementation of the program)
  5. The participants are expected to check-in at 2:00' clock in the afternoon of November 7, 2019 , in time for the Opening Program at 3:00pm, and check-out on November 8, 2019 after lunch. Travel and other incidental expenses shall be charged against downloaded SBFP funds subject to usual accounting and auditing rules and regulations while board and lodging shall be charged against 2019 SBFP LUMPSUM.
  6. A 100% attendance of all identified participants are hereby enjoined to attend the said activity.

essd/jin-edu



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2019 SBFP BUDGET UTILIZATION STATUS ( DIVISION OF \_\_\_\_\_ )

In Thousand Pesos  
As of October 31, 2019

Allotment Class	Adjusted Allotment	Obligation	Obligation Rate	Unobligated Allotment	Disbursement	Disbursement Rate
PS						
CO						
Total						