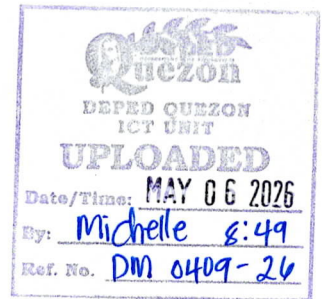




Republic of the Philippines
Department of Education
REGION IV-A - CALABARZON
SCHOOLS DIVISION OF QUEZON PROVINCE



05 May 2026

DIVISION MEMORANDUM

No. 0409, s. 2026

DIVISION REORIENTATION ON CANTEEN OPERATION AND MANAGEMENT

To: Assistant Schools Division Superintendents
Division Chiefs
Section Heads
Public Schools District Supervisors
Elementary and Secondary School Principals
All Others Concerned

1. In accordance with DepEd Order No. 8, s. 2007, titled "**Revised Implementing Guidelines on the Operation and Management of School Canteens**," this Office hereby announces the conduct of the Division Reorientation on Canteen Operation and Management.
2. Please be guided that this specific reorientation is **strictly focused on the administrative, procedural, and management aspects** of school canteens. In line with the program's intent to streamline operations, there will be no discussions regarding food preparation, nutritional content, or menu planning.
3. The sessions will focus exclusively on:
 - standardizing reportorial requirements;
 - compliance with management types (School-Managed vs. Teachers' Cooperative);
 - transparent utilization of the school share from the canteen net income; and
 - adherence to legal and auditing protocols for canteen funds.
4. The orientation details are as follows:

Batch 1: **Congressional Districts 2 & 3**

Date & Time: **May 15, 2026, 09:00 AM**

Zoom Meeting:

<https://us06web.zoom.us/j/86299506326?pwd=Afehtl6ebaKKAs8BpQd9ecnFOZjDqZ.1>

Meeting ID: 862 9950 6326 Passcode: 123456

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

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Batch 2: **Congressional Districts 1 & 4**

Date & Time: **May 29, 2026, 09:00 AM**

Zoom Meeting:

<https://us06web.zoom.us/j/83855307300?pwd=7rkVk7>

[BbXZhp4vcAD8URGIUv1V9odr.1](https://tinyurl.com/COM2026AttendanceForm)

Meeting ID: 838 5530 7300 Passcode: 123456

5. The **list of target participants** is provided in the **attached enclosure** for reference.
6. To facilitate the tracking of attendance and registration, all target participants are **required to register** through the link provided below:
Attendance Form: **<https://tinyurl.com/COM2026AttendanceForm>**
7. Immediate dissemination of and compliance with this Memorandum are hereby directed.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

shsmnad/05/05/2026

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[Enclosure to DM No. 0409 s. 2026]

LIST OF PARTICIPANTS
Batch 1 – CD 2 and 3

District	Participant	No. of Participants
Congressional District 2	PSDS	8
	School Health Nurses	12
Candelaria East District	School Heads	18
Candelaria West District	School Heads	13
Sariaya East District	School Heads	22
Sariaya West District	School Heads	25
San Antonio District	School Heads	16
Dolores District	School Heads	14
Tiaong 1 District	School Heads	18
Tiaong 2 District	School Heads	17
	<i>Subtotal:</i>	163
Congressional District 3	PSDS	17
	School Health Nurses	18
Padre Burgos District	School Head	17
Agdangan District	School Head	8
Unisan District	School Head	19
Pitogo District	School Head	19
Macalelon District	School Head	20
General Luna District	School Head	20
Catanauan 1 District	School Head	17
Catanauan 2 District	School Head	20
Buenavista 1 District	School Head	13
Buenavista 2 District	School Head	14
Mulanay 1 District	School Head	17
Mulanay 2 District	School Head	16
San Andres District	School Head	15
San Francisco 1 District	School Head	19
San Francisco 2 District	School Head	18
San Narciso 1 District	School Head	14
San Narciso 2 District	School Head	11
	<i>Subtotal:</i>	312
	Total:	475

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Batch 2 – CD 1 and 4

District	Participant	No. of Participants
Congressional District 1	PSDS	15
	School Health Nurses	16
Burdeos District	School Head	18
Polilio District	School Head	25
Patnanungan District	School Head	14
Panukulan District	School Head	18
Jomalig District	School Head	7
Real District	School Head	20
Infanta District	School Head	23
General Nakar 1 District	School Head	17
General Nakar 2 District	School Head	15
Mauban North District	School Head	15
Mauban South District	School Head	23
Pagbilao 1 District	School Head	11
Pagbilao 2 District	School Head	10
Lucban District	School Head	15
Sampaloc District	School Head	11
	<i>Subtotal:</i>	273
Congressional District 4	PSDS	16
	School Health Nurses	18
Atimonan 1 District	School Heads	21
Atimonan 2 District	School Heads	14
Alabat District	School Heads	9
Perez District	School Heads	9
Quezon District	School Heads	15
Plaridel District	School Heads	5
Gumaca East District	School Heads	20
Gumaca West District	School Heads	17
Lopez East District	School Heads	36
Lopez West District	School Heads	36
Calauag East District	School Heads	22
Calauag West District	School Heads	35
Guinayangan North District	School Heads	14
Guniayangan South District	School Heads	17
Tagkawayan 1 District	School Heads	26
Tagkawayan 2 District	School Heads	23

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	<i>Subtotal:</i>	353
	TOTAL:	626

Technical Working Group

NO.	NAME	DESIGNATION
1	Rommel C. Bautista, CESO V	School Division Superintendent
2	Roselyn Q. Golfo, PhD	ASDS
3	Lorena S. Walangsumbat, EdD	OIC-ASDS
4	Aris S. Barrago, PhD	OIC-ASDS
5	Juanito A. Merle, EdD	SGOD Chief
6	Walter Galarosa, EdD	OIC-CID Chief
7	Raul R. Agaran, PhD	EPS-SGOD
8	Carmen Macatungob	EPS-CID
9	Edmundo R. Marin Jr.	Accountant III
10	Atty. Rexcia Marie Baldeo	Legal Officer
11	Ma. Teresita M. Abella	Nurse II/OIC-School Health
12	Jose Macario Ernie Patiño	Dentist II/Dentist in-Charge
13	Heide H. Gabriel	Nurse-in-Charge
14	Maria Nerissa A. Diego	Division Canteen & Food Safety Focal
15	Nipsirc Ian E. Hari	Food Safety Coordinator
16	Francis Rainier M. De Leon	Nutrition/ Food Safety Coordinator
17	Ivy Grace Anne E. Lingayo	COS – TA I (WinS)
18	Paullynn Daim D. Train	COS – AS II (SBFP)
19	Yerdley Cheryl B. Inoy	COS – TA I (NSP)

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