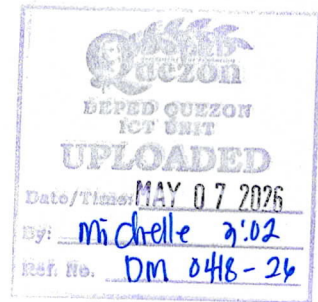




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



06 May 2026

**DIVISION MEMORANDUM**

No. 0418, s. 2026

**CAPACITY BUILDING AND TECHNICAL ASSISTANCE ON DEVELOPING ACTION PLANS FOR NUTRITION, HYGIENE, AND NUTRITION-SENSITIVE PROGRAM CUM PLANNING WORKSHOP FOR SBFP SY 2026-2027**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Section Heads  
Public Schools District Supervisors  
Elementary School Heads  
School Health Personnel  
All Others Concerned

1. In reference to OM-OUOPS-2024-08-00378 titled **“Guidelines on the Utilization of Program Support Funds (PSF) for the Implementation of the School-Based Feeding Program (SBFP) Components,”** this Office hereby announces the conduct of this activity on **May 11-12, 2026** for **Batch 1 (Congressional District 1 and 3)** and **May 13-14, 2026** for **Batch 2 (Congressional District 2 and 4)** at **M.I. Sevilla’s Farm and Resort.**
2. This activity aims to:
  - review the implementation of SBFP and identify gaps, issues, and best practices;
  - provide technical assistance on developing action plans for nutrition, hygiene, and nutrition-sensitive programs;
  - enhance the planning and management skills of SBFP coordinators and school heads;
  - develop unified and strategic SBFP action plans for SY 2026-2027; and

DEPEDQUEZON-TM-SDS-04-009-003



**Address:** Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
**Contact No.s:** (042) 784-0366, (042) 784-0164,  
(042) 784-0391, (042) 784-0321  
**E-mail Address:** quezon@deped.gov.ph  
**Website:** <https://quezon.deped.gov.ph>



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- ensure efficient implementation, monitoring, and utilization of SBFP resources and interventions.
3. All participants are the School Heads and SBFP Coordinators of the Cluster Lead Schools as well as the Division SBFP TWG.
  4. Attached is the Program Matrix and List of Participants for your reference, which can be accessed through this link or QR Code:

- <https://tinyurl.com/CBTAAP-Prog-Matrix-List-Pax>



5. Participants coming from areas beyond a 50-kilometer radius may avail themselves of **Day Zero for transportation purposes only, excluding accommodation**, with reimbursement of related expenses subject to DepEd Order No. 43, s. 2022, entitled “Omnibus Travel Guidelines for All Personnel of the Department of Education.”
6. In addition, the activity shall be conducted on a **live-in basis**. All travel and incidental expenses of the Division SBFP Technical Working Group (TWG)/Division personnel relative to this activity shall be charged to the SBFP PSF, while the corresponding expenses of school-based participants shall be charged to the School MOOE, subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of and compliance with this Memorandum are highly desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent 

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