



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

12 March 2021

**DIVISION MEMORANDUM**

DM No. 141, s. 2021

**DELIVERY OF SCHOOL-BASED FEEDING MILK COMPONENT- COMMERCIAL MILK TO 2020 SBFP RECIPIENT SCHOOLS IN VARIOUS DROP-OFF POINTS**

**To: OIC- Assistant Schools Division Superintendents, SGOD- Chief, Public Schools District Supervisors, Elementary School Heads, District and School Property Custodians, District and School Feeding Coordinators, District Nurses and All Others Concerned**

1. Based on School-Based Feeding Program (SBFP) Milk Component SY 2020-2021, DepEd Quezon have 63,442 beneficiaries, of which 47,271 beneficiaries from Kinder to Grade VI in the Division were covered by National Dairy Authority (NDA) for Fresh Milk, while the remaining 16,171 from the 1st, 2nd, 3rd and 4th Congressional Districts shall be covered with Commercial Powdered Milk.
2. Relative to this, the commercial powdered milk procured by the SDO is scheduled to be delivered anytime on March 15-16, 2021 in identified drop -off points per Congressional Districts.
3. To ensure that the allotted Powdered Milk will be received by the schools and distributed to all SBFP beneficiaries, a technical working group (TWG) is formed. The District Nurses in designated drop-off points shall act as the Division Inspectorate together with the District / School Property Custodian. They are responsible in keeping records of delivery (Delivery receipt, IAR, Distribution list , ICS) and ensure that the delivery and distribution are accurate and complete. The drop-off points with respective Technical Working Group per Congressional District are as follows:

Drop-off points	Technical Working Group	Space for Storage	Districts Included	Total Number of milk sachet
Real	Iona Portales	Social Hall/Canteen	Burdeos Gen.Nakar 1&2	171,976 sachets

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**UNRECORDED**  
 Date/Time: 3/15/2021  
 By: Rommel  
 Ref no: \_\_\_\_\_





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Date of delivery: (March 16, 2021)	Annie Mae Escarenes Reina Robelo  In-Charge of Documentation: Donna May Pelaez Jane Friginal  Inspectorate Team: Ruffa A. Anonuevo- District Nurse		Panukulan Patnanungan Jomalig Polillo	(4648 beneficiaries)
Macalelon  Date of Delivery: (March 15,2021)	Danilo A. Dela Cruz Leandro Marasigan Irene C. Arenal  Inspectorate Team: Clarissa L. Escudero- District Nurse	Macalelon CES- Covered court Brgy Rizal Macalelon Quezon	Macalelon	4625 sachets (125 beneficiaries)
San Narciso 1  Date of Delivery: (March 15, 2021)	Frances V. Alvarez Mildred R. Muhi Aylita B. Uy  Rizalina F. Farquerabao Blesilda L. Inoy Eleonor G. Valdez  In-Charge of Documentation: Chit F. Aquino Lilia R. De Luna	Stock room in San Narciso Central Canteen1 San Narciso District 1, Brgy Pagdadamayan, San Narciso Quezon	San Andres San Francisco 1&2 San Narciso 1&2	300,366 sachets (8118 beneficiaries)

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	Juliana V. Posedio  Inspectorate Team: Sarah Jean Almeyda- District Nurse			
Gumaca West  Date of Delivery: (March 16, 2021)	Gumaca West Richard Bucad Stevenson Barreto  Gumaca East Maravillo Inciso George Lucana Casiano Tanafranca  In-Charge of Documentation: Cristina C. Barrion Aida Pedrigal Julian Arevalo  Inspectorate Team: Christine Rose Deocales Maria Cerila Almonte- District Nurses	SBFP Storage/Vacant room in Gumaca West Central ES	Alabat Calauag East Lopez East Lopez West Perez Quezon	121,360 sachets  (3,280 beneficiaries)

- All documents mentioned above shall be submitted to School Health Section for validation to be submitted to the Supply Section.
- Reasonable travel expenses of the District Property Custodian related to SBFP which are requisites for the efficient and successful implementation may be sourced out from other local funds or Schools Maintenance and Other Operating Expenses (MOOE) and other stakeholders. (*DepEd Order No. 39, s. 2017*) subject to usual accounting and auditing procedures.

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6. Attached hereto are the SBFP receiving form, distribution list of schools per district and the corresponding number of powdered milk computed for 37 feeding days per beneficiaries to be given.
7. Immediate dissemination and strict compliance of this Memorandum is highly desired.

**ELIAS A. ALICAYA JR. EdD**  
Assistant Schools Division Superintendent  
Officer In-Charge  
Office of the Schools Division Superintendent

shsmtma/03/12/2021

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **889 beneficiaries (32,893 sachets)**  
Drop Off Point: **REAL**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>BURDEOS</b>				
Aluyon ES	40	1,480		
Amot ES	16	592		
Anibawan ES	86	3,182		
Bonifacio ES	28	1,036		
Burdeos CS	262	9,694		
Cabugao ES	52	1,924		
Cabungalunan ES	31	1,147		

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Caniwan Elementary School	39	1,443		
Mabini ES	38	1,406		
Palasan ES	64	2,368		
San Rafael ES	48	1,776		
Tulan ES	42	1,554		
Calutcot IS	68	2,516		
Carlagan IS	75	2,775		
<b>TOTAL:</b>	<b>889</b>	<b>32,893</b>		

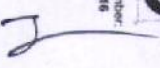
PREPARED BY:   
**MARIA NERISSA A. DIEGO**  
Nurse II/ SDO SBFP Coordinator

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **321 beneficiaries (11,877 sachets)**  
Drop Off Point: **REAL**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>GENERAL NAKAR 1</b>				
Angelo ES	12	444		
Cablao ES	5	185		
Lagmak ES	14	518		
Lumutan ES	105	3885		
Mabagkoy ES	9	333		
Makalya ES	3	111		
Malining ES	12	444		

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Pangotloan ES	62	2294		
Tatawiran ES	2	74		
Mararaot IS	97	3589		
<b>TOTAL:</b>	<b>321</b>	<b>11,877</b>		

PREPARED BY:

  
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Nurse II/ SDO SBFP Coordinator

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### DISTRIBUTION LIST

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days

Total no. of Recipients: **691 beneficiaries (25,567 sachets)**

Drop Off Point: **REAL**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
GENERAL NAKAR 2				
Canaway ES	29	1073		
Cynthia Village ES	49	1813		
Dadyangaw ES	20	740		
Dinigman ES	83	3071		
Lolo ES	6	222		
Magsikap ES	113	4181		
Malgaya ES	90	3330		

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Masanga ES	23	851	
Sablang ES	22	814	
San Marcelino ES	101	3737	
Umiray ES	155	5735	
<b>TOTAL:</b>	<b>691</b>	<b>25,567</b>	

PREPARED BY:

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **283 beneficiaries (10,471 sachets)**

Drop Off Point: **REAL**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>JOMALIG</b>				
Apad ES	90	3330		
Bukal ES	41	1517		
Casuguran ES	22	814		
Gango ES	32	1184		
Jomalig CES	98	3626		
<b>TOTAL:</b>	<b>283</b>	<b>10,471</b>		

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets (33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **588 beneficiaries (25,567 sachets)**

Drop Off Point: **REAL**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>PANUKULAN</b>				
Balungay ES	19	703		
Bato ES	22	814		
Bonbon ES	61	2257		
Bongliw ES	60	2220		
Calasumanga ES	55	2035		
Kinalagte ES	26	962		
Libo ES	49	1813		
Lipata ES	34	1258		

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Matangcap ES	57	2109	
Milawid ES	27	999	
Pagitan ES	36	1332	
Pandan ES	26	962	
Panukulan CS	91	3367	
Rizal ES	25	925	
<b>TOTAL:</b>	<b>588</b>	<b>21,756</b>	

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **676 beneficiaries (25,012 sachets)**  
Drop Off Point: **REAL**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>PATNANUNGAN</b>				
Amaga ES	30	1110		
Busdak ES	95	3515		
Guinayayan ES	31	1147		
Katakian ES	107	3959		
Kilogan ES	56	2072		
Patnanungan CS	163	6031		
Patnanungan Norte ES	122	4514		

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Simintan ES	30	1110	
Tapol ES	32	1184	
Luod IS	10	370	
<b>TOTAL:</b>	<b>676</b>	<b>25,012</b>	

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **1,200 beneficiaries (44,400 sachets)**  
Drop Off Point: **REAL**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>POLLILLO</b>				
Anawan ES	33	1221		
Balesin ES	25	925		
Bigyan ES	22	814		
Binibitinan ES	24	888		
Bisljan ES	63	2331		
Bucaos ES	31	1147		
Canicanian ES	37	1369		

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Kalubakis ES	43	1591	
Languyin ES	35	1295	
Libjo ES	76	2812	
Macrit ES	29	1073	
Pamatdan ES	31	1147	
Pelion ES	11	407	
Pinaaglubayan ES	11	407	
Polillo Central ES	239	8843	
Sabang ES	154	5698	
Salipsip ES	31	1147	
Sibulan ES	175	6475	
Taluong ES	114	4218	

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Tamulaya ES	16	592		
<b>TOTAL:</b>	<b>1,200</b>	<b>44,400</b>		

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **125 beneficiaries (4625 sachets)**  
Drop Off Point: **MACALELON**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
MACALELON				
Amontay ES	11	407		
Anos ES	21	777		
Lahing ES	10	370		
Malabahay ES	21	777		
Mambog ES	24	888		
P. Herrera ES	12	444		

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Vista Hermosa ES	26	962		
<b>TOTAL:</b>	<b>125</b>	<b>4,625</b>		

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **1,519 beneficiaries (56,203 sachets)**  
Drop Off Point: **SAN NARCISO**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>SAN ANDRES</b>				
Albahaban ES	108	3996		
Banaba ES	65	2405		
Camflora ES- Annex	84	3108		
Camflora ES	83	3071		
Inanuran ES	153	5661		
Mangero ES	163	6031		

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Pansoy ES	64	2368		
San Andres CES	293	10841		
Segaras ES	54	1998		
Tala ES	121	4477		
Talisay ES	220	8140		
Tamnao ES	101	3737		
Yugno ES	10	370		
<b>TOTAL:</b>	<b>1,519</b>	<b>56,203</b>		

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets (33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **2,129 beneficiaries (78,773 sachets)**  
Drop Off Point: **SAN NARCISO**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>SAN FRANCISCO 1</b>				
Aurora ES	494	18278		
Bayog ES	143	5291		
Busdak ES	251	9287		
Casay ES	89	3293		
Cawayan II ES	88	3256		
Huyon-Uyon ES	66	2442		
Loawan ES	178	6586		

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Look Awasan ES	208	7696		
Mabuhay ES	137	5069		
Mabunga ES	179	6623		
Pugo PS	71	2627		
Tayuman ES	225	8325		
<b>TOTAL:</b>	<b>2,129</b>	<b>78,773</b>		

PREPARED BY:   
**MARIA NERISSA A. DIEGO**  
Nurse II/ SDO SBFP Coordinator

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **1617 beneficiaries (59,829 sachets)**  
Drop Off Point: **SAN NARCISO**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>SAN FRANCISCO 2</b>				
Aurora Central Annex ES	236	8732		
Butanguiad ES	153	5661		
Cumbahan ES	80	2960		
Don Juan Verceles ES	252	9324		
Gregorio G. Edano ES	83	3071		
Madagoldol ES	62	2294		

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Pagsangahan ES	275	10175		
Pantay ES	109	4033		
Pugon ES	201	7437		
Tumbaga ES	102	3774		
Viva Antipolo ES	64	2368		
<b>TOTAL:</b>	<b>1617</b>	<b>59,829</b>		

**PREPARED BY:**   
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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **1,049 beneficiaries (38,813 sachets)**  
Drop Off Point: **SAN NARCISO**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>SAN NARCISO 2</b>				
Abuyon ES	382	14134		
Bangkuro ES	112	4144		
Bani ES	54	1998		
Calwit ES	148	5476		
Guinhalinan ES	76	2812		
Lakdayan ES	97	3589		

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Maguing ES (Manlamping ES)	89	3293		
Pinagsama ES	74	2738		
San Isidro ES	17	629		
<b>TOTAL:</b>	<b>1049</b>	<b>38,813</b>		

PREPARED BY:

  
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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **1,804 beneficiaries (66,748 sachets)**  
Drop Off Point: **SAN NARCISO**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>SAN NARCISO 1</b>				
Binay ES	136	5032		
Busokbusokan ES	140	5180		
Nangka ES	125	4625		
Punta ES	148	5476		
Rizal ES	37	1369		
San Juan ES	183	6771		

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San Narciso CES	373	13801	
San Vicente ES	149	5513	
Vigo CES	155	5735	
Villa Reyes ES	208	7696	
White Cliff ES	150	5550	
<b>TOTAL:</b>	<b>1,804</b>	<b>66,748</b>	

PREPARED BY:

  
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Nurse II/ SDO SBFP Coordinator

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **436 beneficiaries (16,132sachets)**

Drop Off Point: **GUMACA**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
ALABAT				
Alabat CES	250	9250		
Pamblian ES	35	1295		
Angeles-Caglate IIS	49	1813		
CB Encarnado IS	37	1369		
RT Camacho IS	65	2405		
<b>TOTAL:</b>	<b>436</b>	<b>16,132</b>		

PREPARED BY:

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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **653 beneficiaries (24,161sachets)**  
Drop Off Point: **GUMACA**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
CALAUAG EAST				
Anahawan ES	20	740		
Bucal ES	66	2442		
Capaluhan ES	70	2590		
Catangtang ES	20	740		
Dapdap ES	37	1369		
Lainglaingan ES	53	1961		
Mambaling ES	53	1961		

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San Roque ES	39	1443		
Sinag ES	55	2035		
Tabansak ES	42	1554		
Talingting ES	23	851		
Tamis ES	52	1924		
Viñas ES	53	1961		
Yaganak ES	70	2590		
<b>TOTAL:</b>	<b>653</b>	<b>24,161</b>		

PREPARED BY:

  
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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **309 beneficiaries (11,433 sachets)**  
Drop Off Point: **GUMACA**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
LOPEZ EAST				
Cawayanin ES	22	814		
Esperanza Ihaba ES	59	2183		
Pisipis ES	24	888		
San Andres ES	54	1998		
Sta. Catalina ES	60	2220		
Sumalang ES	14	518		
Villaespina ES	48	1776		

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Villaminda ES	28	1036		
<b>TOTAL:</b>	<b>309</b>	<b>11,433</b>		

PREPARED BY:   
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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets (33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **952 beneficiaries (35,224 sachets)**  
Drop Off Point: **GUMACA**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
LOPEZ WEST				
Alat-alatin ES	62	2294		
Binahian A ES	13	481		
Binahian B ES	34	1258		
Concepcion ES	43	1591		
Don Marcos Villegas Sr. ES	10	370		
Don Mariano L. Barrameda ES	24	888		
Don Rodolfo F. Agra ES	32	1184		

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Guihay ES	36	1332		
Guijes ES	111	4107		
Hondagua ES	233	8621		
Ilayang Ilog A	41	1517		
Ilayang Ilog B ES	2	74		
Lourdes ES	21	777		
Matinik ES	55	2035		
San Francisco B (Culong) ES	90	3330		
San Francisco B ES	39	1443		
San Miguel Dao I ES	33	1221		
San Miguel Dao II ES	30	1110		
San Rafael ES	15	555		

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SCHOOLS DIVISION OF QUEZON PROVINCE

Santa Elena ES	28	1036		
<b>TOTAL:</b>	<b>952</b>	<b>35,224</b>		

PREPARED BY:

*Maria Nerissa A. Diego*  
**MARIA NERISSA A. DIEGO**  
Nurse II/ SDO SBFP Coordinator

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### DISTRIBUTION LIST

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **392 beneficiaries (14,504 sachets)**  
Drop Off Point: **GUMACA**

SCHOOL/DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>PEREZ</b>				
Maintit Norte ES	24	888		
PAMBUHAN ES	33	1221		
Perez CS	97	3589		
Perez West Elementary School	140	5180		
Pinagtubigan ES	35	1295		
Rizal-Maabot ES	28	1036		

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Severo Tejada Integrated School	35	1295		
<b>TOTAL:</b>	<b>392</b>	<b>14,504</b>		

PREPARED BY:

  
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**DISTRIBUTION LIST**

Item Description: Each beneficiary will receive 37 sachets(33-44grams) of commercial powdered milk for 37 milk feeding days  
Total no. of Recipients: **538 beneficiaries (19,906sachets)**  
Drop Off Point: **GUMACA**

SCHOOL/ DISTRICT	No. of Beneficiaries	Item Description (Number of Commercial powdered Milk)	Received by: (Signature over printed name)	Date Received:
<b>QUEZON</b>				
Cometa ES	26	962		
Del Pilar ES	15	555		
Guinhawa ES	32	1184		
Gumubat ES	23	851		
Maria Febrer Maningas ES	46	1702		
P. Cabangon ES	29	1073		
Quezon ES	210	7770		

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R. Sasot ES	25	925		
Sabang ES	42	1554		
T. Olivera ES	66	2442		
Ulpiano Camacho ES	24	888		
<b>TOTAL:</b>	<b>538</b>	<b>19,906</b>		

PREPARED BY:

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