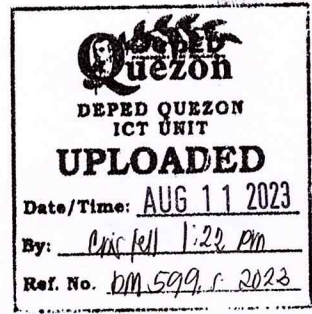




Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE



10 August 2023

**DIVISION MEMORANDUM**  
 DM No. 599, s. 2023

**CONDUCT OF TECHNICAL ASSISTANCE ON SCHOOL-BASED FEEDING PROGRAM FOR FISCAL YEAR (FY) 2023**

**To:** Assistant Schools Division Superintendents  
 Division Chiefs  
 Public Schools District Supervisors  
 District SBFP Coordinators  
 All Others Concerned

- In line with the implementation of **Fiscal Year (FY) 2023 School-Based Feeding Program (SBFP)**, this Office through the School Governance and Operations Division-School Health (SGOD-SH) Section will conduct a **Technical Assistance (TA)** activity on **August 16, 2023**, 8:00 a.m. to 5:00 p.m. at **Atimonan Central Elementary School**, to be facilitated by the Division SBFP Technical Working Group (TWG).
- Participants to the said activity are **School Heads and SBFP Coordinators** of the following districts and schools:

District	School
Atimonan 1	<ul style="list-style-type: none"> <li>▪ Atimonan CES</li> <li>▪ Balubad Integrated School</li> <li>▪ Inalig ES</li> <li>▪ San Rafael ES</li> </ul>
Atimonan 2	<ul style="list-style-type: none"> <li>▪ Atimonan CS- Annex</li> <li>▪ Maligaya ES</li> <li>▪ Malinao Ilaya ES</li> </ul>

- Specifically, the activity seeks to:
  - provide technical assistance in the preparation of preliminary documents, SBFP Forms, Cycle Menu, Technical Specifications and Supply Mapping for the implementation of the program; and

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- guide the designated District/School Feeding Coordinators in the SBFP implementing guidelines.
4. Travel expenses of the Division SBFP TWG shall be charged against the SBFP Program Support Fund (PSF), subject to the usual accounting and auditing rules and regulations.
  5. Immediate and widest dissemination of this Memorandum is highly desired.

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

shsmtma08/10/2023

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