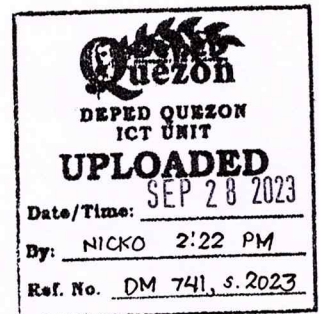




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



26 September 2023

DIVISION MEMORANDUM

DM No. 741, s. 2023

CONDUCT OF TECHNICAL ASSISTANCE TO BEHIA ELEMENTARY SCHOOL ON SCHOOL-BASED FEEDING PROGRAM FOR SCHOOL YEAR (SY) 2023-2024

To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisor of Tiaong 1
Behia Elementary School Principal
Tiaong 1 District and School SBFP Coordinators
All Others Concerned

1. In line with the implementation of **School Year (SY) 2023-2024 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 **September 29, 2023**, 8:00 a.m. to 5:00 p.m. at **Behia Elementary School**, Tiaong 1 District, to be facilitated by the Division SBFP Technical Working Group (TWG).
2. Behia Elementary School is identified as an additional school recipient for SY 2023-2024 SBFP implementation.
3. The **School Head, the District and the School SBFP Coordinators** shall participate in the said activity.
4. Specifically, the activity seeks to:
 - orient the program implementers on the policy and guidelines of SBFP implementation;
 - provide technical assistance in the preparation of preliminary documents, SBFP forms, cycle menu, technical specifications, supply mapping and procurement process for the implementation of the program; and
 - guide the designated District/School Feeding Coordinators and its Core group in the SBFP implementing guidelines.

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5. 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.
6. Immediate and widest dissemination of this Memorandum is highly desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

shsmtma09/26/2023

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