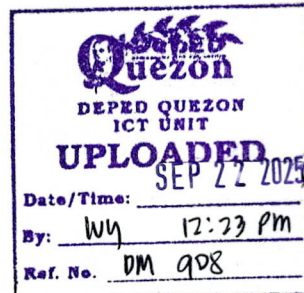




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



19 September 2025

**DIVISION MEMORANDUM**

**DM No. 908, s. 2025**

**FOUNDATIONAL TRAINING ON FOOD QUALITY AND SAFETY STANDARDS TO NEWLY HIRED SCHOOL HEALTH PERSONNEL AND DISTRICT WINS COORDINATORS**

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

1. In accordance with DepEd Order No. 31, s. 2021 titled Operational Guidelines on the Implementation of School-Based Feeding Program under Section XI. B on the Orientation of Program Implementers, this Office announces the conduct of the Foundational Training on Food Quality and Safety Standards to Newly Hired School Health Personnel and District WinS Coordinators on October 8-9, 2025, at Sevilla's Farm and Resort, Domoit, Lucena City.
2. This activity aims to:
  - provide comprehensive training for field personnel that will strengthen their understanding and application of Basic Food Safety Standards across all food outlets within the school premises;
  - ensure that all individuals involved in food handling and preparation are fully equipped to follow proper safety protocols and comply with existing laws and regulations related to food safety;
  - assess and identify existing gaps or needs at the district and school levels in meeting established food safety standards; and

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164,  
(042) 784-0391, (042) 784-0321



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- facilitate discussions on topics related to the implementation of the School-Based Feeding Program (SBFP), WASH in Schools (WinS), and effective canteen management.
3. Participants are the designated District WinS Coordinator and District Nurses. The detailed list of participants can be accessed through this link or QR Code:

- <https://tinyurl.com/2vduyadb>



4. Attached is the Program Invitation for your reference, which can also be accessed through this link or QR Code:

- <https://tinyurl.com/bddabr3>



5. Immediate dissemination of and compliance with this Memorandum is highly desired.

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

SHS/MTMA/09/19/2025

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## Technical Working Group

**Marie Antoinette A. Tesdlona**  
NCO III - SDO Quezon

**Ma. Teresita M. Abella**  
Nurse II/MIC - SDO Quezon

**Maria Nerissa A. Diego**  
Nurse II - Pander District

**Nipsirc John Ian E. Hari**  
Nurse II - Sampaloc District

**Francis Rainier M. De Leon**  
Nurse II - General Luna District

**Jenny Lyn V. Barrantes**  
Nurse II - Quezon District

**Ivy Grace Anne E. Lingayo**  
COS-IA I (WMS) - SDO Quezon

**Micaela M. Tudla**  
COS-AS II (SBPP) - SDO Quezon

### Masters of the Ceremony

**Dennis Fernando M. De Villa**  
Nurse II - SDO Quezon

**Paullynn Daim D. Train**  
COS-AS II (SBPP) - SDO Quezon



Foundational Training on Food Quality & Safety  
Standards to Newly Hired School Health Personnel &

## Foundational Training on Food Quality & Safety Standards to Newly Hired School Health Personnel & District WINS Coordinators



October 8-9, 2025

Sevilla's Farm and Resort  
Donoiti, Lucena City

Food Safety and Hygiene

Project Lingap Kalusugan  
Program Invitation

## Program Matrix

October 8, 2025 (Day One)

| TIME     | ACTIVITY                                                                                                                                                                                                                              |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7:00 am  | Registration/Breakfast                                                                                                                                                                                                                |
| 8:00 am  | Preliminaries <ul style="list-style-type: none"> <li>National Anthem</li> <li>DepEd Prayer</li> <li>Panunumpa ng Lingkod Bayan</li> <li>DepEd Quality Policy</li> <li>Bagong Pilipinas Hymn</li> <li>Bagong Pilipinas Oath</li> </ul> |
| 8:30 am  | Welcome Remarks<br><b>Juanito A. Merle, Edd</b><br><i>School Governance and Operations Division Chief</i>                                                                                                                             |
| 8:45 am  | Roll-Call of Participants<br><b>Jenny Lyn V. Barrantes</b><br><i>Division WINS Focal Person</i>                                                                                                                                       |
| 9:00 am  | Inspirational Message<br><b>Rommel C. Bautista, CESO V</b><br><i>Schools Division Superintendent</i>                                                                                                                                  |
| 9:30 am  | Objectives of the Activity<br><b>Ivy Grace Anne E. Lingayo</b><br><i>COS-IA I (WINS)</i>                                                                                                                                              |
| 9:35 am  | Nutrition Break                                                                                                                                                                                                                       |
| 9:50 am  | Pre-Test<br><b>Division Food Safety Coordinator</b>                                                                                                                                                                                   |
| 10:15 am | Element 1: Introduction to Food Safety<br>Element 2: Food Hazard<br>Element 3: Illness from Foods<br>Element 4: High-Risk Food<br><b>Maria Nerissa A. Diego</b><br><i>Division Food Safety Officer</i>                                |
| 12:00 pm | Lunch Break                                                                                                                                                                                                                           |
| 1:00 pm  | Element 5: Time & Temperature Control                                                                                                                                                                                                 |
| 1:05 pm  | Element 6: Personal Hygiene<br>Element 7: Premises & Equipment<br>Element 8: Cleaning & Sanitizing<br>Element 9: Food pest<br><b>Nipsirc John Ian E. Hari</b><br><i>Division Food Safety Coordinator</i>                              |
| 2:45 pm  | Nutrition Break                                                                                                                                                                                                                       |
| 3:00 pm  | Element 10: Staying Safe in the Kitchen<br>Element 11: Food Safety Training<br>Element 12: The Flow of Food<br>Element 13: Food Safety Law<br><b>Francis Rainier De Leon</b><br><i>Division Food Safety Coordinator</i>               |



## Program Matrix

October 9, 2025 (Day Two)

| TIME     | ACTIVITY                                                                                                                                                                                                                                                    |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8:00 am  | Preliminaries<br><b>Dennis Fernando M. De Villa</b><br><i>Division Food Safety Coordinator</i>                                                                                                                                                              |
| 8:30 am  | <b>Ivy Grace Anne E. Lingayo</b><br><i>COS-IA I (WINS)</i><br>Recap of Day One (Snowball Friendship)<br><b>Jenny Lyn V. Barrantes</b><br><i>Division WINS Focal Person</i>                                                                                  |
| 9:00 am  | Nutrition Break                                                                                                                                                                                                                                             |
| 9:15 am  | HACCP<br><b>Joan Maricel Zeta-Decena, RND</b><br><i>Provincial Nutrition Action Officer</i>                                                                                                                                                                 |
| 11:15 am | Post-Test<br><b>Division Food Safety Coordinator</b>                                                                                                                                                                                                        |
| 12:00 pm | Lunch Break                                                                                                                                                                                                                                                 |
| 1:00 pm  | Workshop & Activity Planning<br><b>Division Food Safety Coordinator</b>                                                                                                                                                                                     |
| 3:00 pm  | Outputs Presentation of Selected Participants                                                                                                                                                                                                               |
| 4:00 pm  | Closing Program and Awarding of Certificates<br><b>Marie Antoinette A. Tesclona, MD</b><br><i>Division Medical Officer III</i><br><b>Ma. Teresita M. Abella</b><br><i>Division SBFP Focal Person</i><br><b>Micacela M. Tudla</b><br><i>COS-AS II (SBFP)</i> |

