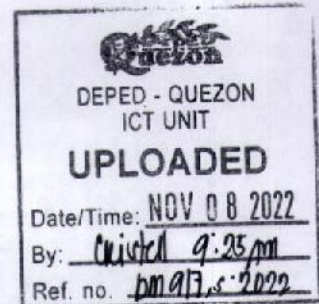




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Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



07 November 2022

**DIVISION MEMORANDUM**

**DM No. 917, s. 2022**

**PROGRAM IMPLEMENTATION REVIEW ON NUTRITIOUS FOOD PRODUCTS (NFP) AND MILK FEEDING COMPONENT (MFC) - SCHOOL-BASED FEEDING PROGRAM (SBFP) FOR FY 2022 CUM TECHNICAL TRAINING-WORKSHOP ON PHOTO AND VIDEO EDITING, INFOMERCIAL AND GRAPHIC DESIGNING FOR SCHOOL HEALTH PERSONNEL AND SBFP IMPLEMENTERS**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
School Heads In-Charge of Governance and Operations  
School Health Personnel  
All Others Concerned

1. In reference to DepEd Order No. 31, s. 2021 titled Operational Guidelines on the Implementation of the School-Based Feeding Program, this Office through the SGOD - School Health Section will be conducting its Program Implementation Review on Nutritious Food Products and Milk Feeding Component on School-Based Feeding Program (SBFP) for FY 2021 and FY2022 as part of the monitoring activities and technical assistance on November 17-18, 2022 at Sevilla's Farm and Resort Domoit, Lucena City. Day 0 is on November 16, 2022 for travel time where participants may check-in the venue on their expense. This is to accommodate participants coming from the far or remote stations.
2. Participants to this activity are the Division SBFP TWG, District School Heads-in-Charge of SBFP and Elementary Nurses per district.
3. The activity aims to:
  - a. gather district/school accomplishment and its best practices for FY 2021 and FY 2022;
  - b. review and assess the status of implementation and fund utilization for FY 2021 and FY 2022;
  - c. discuss issues and concerns encountered during implementation of NFP and MFC;

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- d. analyze and formulate solutions on challenges experienced by the implementers;
  - e. discuss the ways forward for School Based Feeding Program implementation; and
  - f. provide technical assistance in the preparation of reports, IEC materials, Infographic and presentation relevant to the implementation of SBFP.
4. All District School Heads in - Charge of SBFP shall prepare the district program accomplishment report for presentations either on video or powerpoint for at least 5-10 minutes. Kindly send all outputs to google drive at **<https://tinyurl.com/SBFPHY2022AR>**.
  5. All the participants are expected to observe the minimum public health and safety protocols in accordance with the IATF/DOH guidelines throughout the activity.
  6. Please bring laptop and other electronic gadgets, WIFI needed for the presentation and workshop. The participants are expected to submit all of the working papers and documents after the activity as the output.
  7. Enclosed hereto are the List of Participants and Program Guide for reference.
  8. Travel expenses may be sourced out from Division MOOE for SDO personnel while School MOOE for School personnel subject to usual accounting and auditing rules.
  9. Immediate dissemination of and strict compliance to this Memorandum is desired.

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

shsmtma11/07/2022

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Enclosure to DM No. 917, 2022

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**Program Guide**

<b>Time</b>	<b>Activity</b>	<b>Methodology</b>	<b>Responsible Person/Section</b>
<b>Day 1- Morning 8am- 12nn</b>	Program Implementation Review on SBFP-NFP-MFC Implementation	Opening Program <ul style="list-style-type: none"><li>• Presentation of Accomplishment for FY 2021 and FY 2022</li><li>• Funds Utilization</li><li>• Discussions on Issues and Concerns encountered</li><li>• Ways Forward</li><li>• Planning on CO progress monitoring on SBFP</li></ul>	<ul style="list-style-type: none"><li>• Ma. Teresita M. Abella- SBFP Focal</li><li>• Nesson Ingrid Rapada- NFP Coordinator</li><li>• Jackelyn Mae Ebor- MFC Coordinator</li><li>• Budget and Accounting Section</li><li>• Glenda Verdan-GPP/ISNM</li><li>• NDA Representative/s</li></ul>
<b>12nn-5:00 pm</b>	Technical Assistance and Training Workshop on: <ul style="list-style-type: none"><li>• Photo and Infographic design</li><li>• Video editing and infomercial design</li></ul>	<ul style="list-style-type: none"><li>• Lecture, discussion, demonstration</li><li>• Workshop</li></ul>	<ul style="list-style-type: none"><li>• Rodelio M. Esmerna Jr- AO II- Personnel Section</li><li>• Arvin V. Zeta- AO II- Administrative Section</li></ul>
<b>Day 2 8am-12nn</b>	Workshop Proper <ul style="list-style-type: none"><li>• Photo and Infographic design</li></ul>	<ul style="list-style-type: none"><li>• Workshop</li></ul>	

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	<ul style="list-style-type: none"><li>• Video editing and infomercial design</li></ul>		
1:00pm-4:00pm	Submission and presentation/critiquing of Output	<ul style="list-style-type: none"><li>• Presentation</li></ul>	<ul style="list-style-type: none"><li>• Participants</li></ul>
4:00pm-5:00pm	Closing Program <ul style="list-style-type: none"><li>• Awarding of Certificates</li></ul>		<ul style="list-style-type: none"><li>• Rea Merana</li><li>• Laiza Rose Espinosa</li><li>• Maria Frances L. De Ocampo</li></ul>
<b>Facilitator/Emcee: Soren Joshua P. Pabella (Day 1) Jackelyn Mae Ebor ( Day 2)</b>			

Documenter: Nipsirc John Ian Hari- Nurse II/ 1st Congressional SBFP Coordinator  
Sarah Jean D. Almeyda – Nurse II/ 3rd Congressional SBFP Coordinator

*-Nothing follows.-*

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**LIST OF PARTICIPANTS**

<b>Division SBFP Technical Working Group</b>		
<b>No.</b>	<b>Name</b>	<b>Designation</b>
1	Elias A. Alicaya, EdD	OIC-Schools Division Superintendent Chairperson
2	Gregorio A. Co Jr.	Assistant Schools Division Superintendent Co-Chairperson / BAC Chairperson (Goods)
3	Gregorio T. Mueco	Assistant Schools Division Superintendent Co-Chairperson/ BAC- (Infra)
4	Herbert D. Perez	Assistant Schools Division Superintendent Co-Chairperson/ BAC - (Services)
5	Elizabeth M. De Villa	SGOD Chief Member
6	Dr. Marie Antoinette A. Tesalona	Medical Officer III Member
7	Ma. Teresita M. Abella	NIC/SBFP Focal Person Member
8	Regina V. Marino	SEPS/HRTD Member
9	Paul Clifford N. Marquez	SEPS / SocMoNet Member
10	Oscar R. Duma Jr	SEPS/ Monitoring & Evaluation Member
11	Marbin Jeramil D. Fragata	Planning Officer III Member
12	Catherine A. Pureza	Administrative Officer V/ Budget Officer Member
13	Edmundo R. Marin Jr.	OIC- Accountant I Member
14	Atty Rexcia Maria B. Baldeo	Legal Officer Member
15	Shiela Javen	Administrative Officer IV/Cashier Member
16	George D. Aguila	Administrative Officer IV/Supply Officer Member
17	Hilariona E. Coronado	Administrative Officer IV/Procurement Member
18	Floriciel R. Lagos	AA III/ BAC Services Member
19	Chaeenkee Chumacera Delos Reyes	AA III / Internal Auditor

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		Member
20	Leopoldo P. Enriquez Jr.	AA III/ Internal Auditor Member
21	Maria Elvira M. Carimpong	AA III/ Internal Auditor Member
22	Richard E. Verdano	AA III/ Internal Auditor Member
23	France Joyce F. Taburdan	AA III/ Internal Auditor Member
24	Glenda Verdan	PDO I / GPP Coordinator Member

**School Health Personnel**

No.	Name	Designation
1	Nessan Ingrid Rapada	Nurse II/ Alternate NFP SBFP Coordinator
2	Jackielyn Mae N. Eborá	Nurse II/ Alternate MFC SBFP Coordinator
3	Rea Merana	Nurse II/ 1st Congressional District Coor (MFC)
4	Nipsirc John Hari	Nurse II/ 1st Congressional District Coor (NFP)
5	Maria Frances L. De Ocampo	Nurse II/ 2nd Congressional District Coor (NFP)
6	Vincent Byron M. Rama	Nurse II/2nd Congressional District Coor (MFC)
7	Stacey Jerdette R. Rivera	Nurse II/ 3rd Congressional District Coor (MFC)
8	Laiza Rose S. Espinosa	Nurse II/ 3rd Congressional District Coor (MFC)
9	Sarah Jean D. Almeyda	Nurse II/ 3rd Congressional District Coor (NFP)
10	Kaye Zhyra B. Andojár	Nurse II/ 4th Congressional District Coor (NFP)
11	Maria Cerila Almonte	Nurse II/ 4th Congressional District Coor (MFC)
12	Maria Nerissa A. Diego	Nurse II / SBFP Technical Adviser
13	Laudemer Adan Abellanosa	Nurse II / Atimonan
14	Ruffa Azcarraga Anonuevo	Nurse II/ Real
15	Edmund Alpay Avellaneda	Nurse II / Panukulan
16	Kharla Lopinac Banquiles	Nurse II / San Andres
17	Jenny Lyn Villapando Barrantes	Nurse II / Quezon
18	Zyra Mae Camba Brizuela	Nurse II/ Tagkawayan
19	Dominic Malasmas Colubong	Nurse II / San Antonio
20	Chrisgil Avellano Crisostomo	Nurse II / Infanta
21	Lovelía Tagulinao Cuarteron	Nurse II / Burdeos
22	Francis Rainier Magtibay De Leon	Nurse II/ Nutritional Status Coordinator/ Gen Luna
23	Dennis Fernando Magsino De Villa	Nurse II/ Dolores
24	Zandy Magno Del Moro	Nurse II / Perez
25	Christine Rose Ruz Deocales	Nurse II/ Gumaca West
26	Clarissa Lorredo Escudero	Nurse II / Macalelon

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27	Jovert Sancho Espanola	Nurse II/ Patnanungan
28	Heide Hernandez Gabriel	Nurse II/ Lopez West
29	Alfrem Murillo Geneblazo	Nurse II / Calauag West
30	Grant Camacho Lakian	Nurse II / Unisan
31	Jay Marasigan Laraya	Nurse II/ Polillo
32	Ma Theresa Javellana Lim	Nurse II/ Padre Burgos
33	Marian Mata Lina	Nurse II/ Lucban
34	Estrella Gonzales Lorca	Nurse II/ Catanauan
35	Meybel Castro Nantes	Nurse II/ Pagbilao
36	Perry Sanchez Napenas	Nurse II/ Candelaria West
37	Soren Joshua Paleracio Pabella	Nurse II/ Agdangan
38	Ronilo Ravalo Paderon	Nurse II/ Sariaya West
39	Ma. Michelle De Leon Querubin	Nurse II/ Tiaong II
40	Charmagne Rodel Sales	Nurse II/ San Francisco
41	Aim Villamiel Santander	Nurse II / Lopez East
42	Chiqui Gurango Serafica	Nurse II / Pitogo
43	Reina Llanessa Ortiz Solis	Nurse II/ Jomalig
44	Ana Norwina Aquino Zarsadias	Nurse II/ Mauban
45	Dr. Maria Rosario Camilon	Dentist II
46	Dr. Jose Macario Ernie Patino	Dentist II/DIC

**District School Heads-in-Charge of SBFP**

No.	Name	District
		<b>1st Congressional District</b>
1	Glynda L. Verzo	Burdeos
2	Lucy S. Fortunado	Gen. Nakar 1
3	Lilian L. Coloma	Gen. Nakar 2
4	Ligaya Durante	Infanta
5	Mildred A. Tapado	Jomalig
6	Rhodora D. Vargas, Edd	Lucban
7	Joy L. Barrago	Mauban North
8	Florida A. Villamena	Mauban South
9	Marilou P. Recto	Pagbilao I
10	Antonino R. Bulfa	Pagbilao II
11	Liza U. Pujeda	Panukulan
12	Maria Alona A. Ayuma	Patnanungan
13	Jenera A. Villanueva	Polillo
14	Myla A. Foliente	Real

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15	Jaime L. Martinez	Sampaloc
		<b>2nd Congressional District</b>
16	Luningning B. Maderazo	Candelaria East
17	Julieta B. Apin	Candelaria West
18	Francisca M. Bilog	Dolores
19	Evangeline O. Laroza	San Antonio
20	Maria Luz P. Vendiola	Sariaya East
21	Mailyn M. Flores	Sariaya West
22	Violeta P. Jon	Tiaong 1
23	Rosalie L. Baira	Tiaong II
		<b>3rd Congressional District</b>
24	Rosalyn L. Zaballero	Agdangan
25	Marla N. Ortiz	Buenavista I
26	Liza M Zamora	Buenavista II
27	Marlyn S. Rosales	Catanauan I
28	Wilhelmina T. Madrigal	Catanauan II
29	Melogen H. Abe	General Luna
30	Maria Carmen M. Bautista	Macalelon
31	Francy F. Fabellon	Mulanay II
32	Josie Malabanan	Mulanay I
33	Jocelyn S. Atilano	Padre Burgos
34	Annalisa F. Pornosdoro	Pitogo
35	Cynthia D. Patriarca	San Andres
36	Maria Klaudette P. Ramos	San Francisco 1
37	Rodel D. Dimatera	San Francisco 2
38	Frances V. Alvarez	San Narciso 1
39	Ariel A. Arenas	San Narciso 2
40	Arelyn M. Manalo	Unisan
		<b>4th Congressional District</b>
41	Chona L. Canzana	Alabat
42	Carlito M. Bautista	Atimonan I
43	Angelica A. Alvarez	Atimonan II
44	Clara Mae I. Mirabel	Calauag East
45	Evangeline A. Macapagal	Calauag West
46	Joselyn C. Entienza	Guinayangan North
47	Michelle Anne O. Fruto	Guinayangan South
48	Gracia C. Gendrano	Gumaca East
49	Merlita M. Natividad	Gumaca West
50	Atela V. Dalogo	Lopez East
51	Rosemarie C. Alcaraz	Lopez West
52	Carina P. Jamilano	Plaridel

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53	Kim Mathew L. Valdez	Perez
54	Marilou V. Lizarondo	Quezon
55	Josephine H. Escobar	Tagkawayan I
56	Regina S. Rodriguez	Tagkawayan II

**Facilitators for the Workshop:**

- Arvin Zeta- AO II ( Admin. Section)
- Rodelio Esmerna Jr. – AO II ( Personnel Section)

**Partner Agency:**

- Representative from NDA

