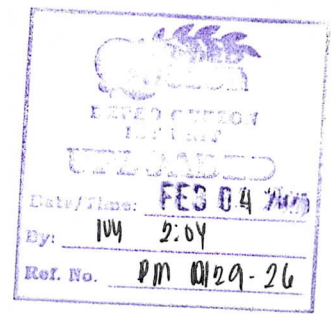




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



03 February 2026

DIVISION MEMORANDUM

No. 0129, s. 2026

**SUBMISSION OF CANTEEN OPERATION MANAGEMENT TECHNICAL ASSISTANCE
PROVISION AND MONITORING FINDINGS SUMMARY**

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

1. In line with the **DepEd Order No. 8, s. 2007**, which provides the Revised Implementing Guidelines on the Operation and Management of School Canteens in Public Elementary and Secondary Schools, and **DepEd Order No. 13, s. 2017**, which sets forth the Policy and Guidelines on Healthy Food and Beverage Choices in Schools and DepEd Offices, the **School Health Personnel** shall conduct continuous on-site monitoring and provide technical assistance to ensure **proper canteen operations**, effective management, compliance with the sale of **healthy food and beverage** options, and strict adherence to **basic food safety standards**.
2. This activity, specifically, aims to:
 - a) ensure the effective and efficient operation and management of canteens in all public schools within the Schools Division of Quezon;
 - b) provide guidance on the proper classification of food and beverage items permitted for consumption by the school population;
 - c) support school heads in assessing the appropriateness and level of compliance of canteen implementation based on the essential indicators outlined in the assessment tool; and
 - d) systematically identify and document issues and concerns related to the operation and management of school canteens.

DEPEDQUEZON-TM-SDS-04-009-003



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3. Please refer to the attached **Enclosure No. 1**, which contains the Canteen Operation and Management Monitoring Tool, and **Enclosure No. 2**, which contains the Summary Form, for reference. You may access this enclosure at this link: **<https://tinyurl.com/COM-MonitoringFiles>**
4. The accomplished monitoring tool (Enclosure No. 1) shall be duly signed by both the School Head and the School Health Personnel who conducted the monitoring, with a copy furnished to the concerned school. **Only the consolidated summary of findings (Enclosure No. 2), prepared and signed by the School Health Personnel and noted and signed by the District Supervisor of the area visited, shall be forwarded and submitted to the Division Office through the links provided below, as applicable to the school year.**
5. The deadline for the submission of the consolidated summary of findings shall be uploaded to **<https://tinyurl.com/COM-Monitoring-Summary-SY25-26>** on **April 30, 2026**, which serves as the final submission for SY 2025–2026. The initial consolidated summary for SY 2026–2027 shall be uploaded to **<https://tinyurl.com/COM-Monitoring-Summary-SY26-27>** and is due on **November 30, 2026**.
6. Immediate dissemination of and strict compliance with this Memorandum are desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

SGOD-SHS/MNAD/02/03/2026
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