Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
Schools Division Office
SCIENCE CITY OF MUNOZ
Tel No. (044) 806 -2192 | Fax No. (044)456-5103

DIVISION MEMORANDUM

No. 39, s. 2020

TO : **ALL PUBLIC ELEMENTARY SCHOOL HEADS**

FROM : **DANTE G. PARUNGAO, CESO VI**
OIC-Schools Division Superintendent

DATE : **January 27, 2020**

SUBJECT : **ONE DAY ORIENTATION ON THE IMPLEMENTING GUIDELINES OF SCHOOL-BASED FEEDING PROGRAM – MILK FEEDING COMPONENT**

1. The School Health and Nutrition Section under the Schools Governance and Operations Division will be conducting a one day orientation on the implementing guidelines on Milk Feeding Supplementation, a component program under School Based Feeding in Ok sa DepEd Oplan Kalusugan Program of the Department of Education on February 1, 2020, 8:00 to 4:30 pm, at Max's Restaurant along Maharlika Road, San Jose City.

2. This activity aims to orient all Public Elementary School Heads, School Health and Nutrition Coordinators and Property Custodians in the implementing guidelines of School Based Feeding – Milk Feeding Component and to provide needed information as to the roles and function of each unit in the full implementation of the program.

3. Participants to this activity are Budget Officer, Accountant III, Division Health and Nutrition Section Personnel, School Heads, Health and Nutrition Coordinators , School Property Custodians and PCC/ Dairy Farm Cooperative.

4. Attached herewith is Enclosure No.1 –Matrix of Activities as a ready reference.

5. This serves as Travel Authority of participants.

6. Immediate and wide dissemination of this memorandum is earnestly desired.

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SCIENCE CITY OF MUÑOZ
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Enclosure No.1

MATRIX OF ACTIVITIES

Date: FEBRUARY 1, 2020	Activity	In- Charge
8:00-8:30 AM	Attendance	Sheila Marie Aton Charmaine Eljie R. Rayos
8:30-9:30 AM	Opening Program/ Roll Call Message	Mark Sydore I. Arimbuyutan William Roderick R. Fallorin OIC-Asst Sch Division Superintendent Dante G. Parungao, CESO VI OIC- Schools Division Superintendent
9:30-10:30AM	Overview of SBFP-Milk Feeding Component	Bernardo A. Gargabite
10:30-12:00 AM	Milk Feeding Guidelines	Marianne C. Coronel. MD
12:00-1:00PM	Lunch Break	
1:00-2:00PM	Fund Availment Management	Minda V. Mangalindan
2:00-3:00PM	Distribution of Milk and Feeding Proper, Reporting and Recording System	Evangeline A. Bautista
3:00-4:00PM	Delivery and Sorage System Other Concern	Mr. Leoncio Callo Catalanacan Dairy Cooperative
4:00-4:30 PM	Closing Remarks and picture taking	Jayson V. Flores, DMD