



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO



DIVISION MEMORANDUM

No. 10-301s, 2025

To: Assistant Schools Division Superintendent
SGOD Chief
All Public School District Supervisors
All Nurses
All School Heads of SBFP Recipient Schools (AO's, Book Keepers, DO's,
PDO's, & COS)
All Other Concerned/This Division

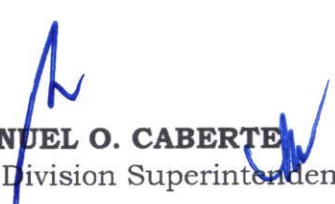
SUBMISSION OF CASH ADVANCE FOR THE IMPLEMENTATION
OF SCHOOL-BASED FEEDING PROGRAM (SBFP)
CENTRAL KITCHEN MODALITY SY 2025-2026

1. In reference to Division Memorandum No. 08-242 s, 2025 regarding the implementation of the School-Based Feeding Program (SBFP) for SY 2025-2026, this Division hereby informs all Lead School Implementer under the Central Kitchen modality of the downloading of funds intended for program implementation.
2. The requirements for the First Tranche Cash Advance shall be submitted immediately upon issuance of this memorandum and no later than **October 8, 2025**.
3. This pilot implementation will involve twelve (12) Central Schools, namely: Burgos Central Elementary School (CES), Don Enrique Navarro Memorial School (DENMS), Dapa CES, General Luna CES, Sayak Elementary School (ES), Numancia CES, Pilar CES, San Benito CES, San Isidro CES, Sapao CES, Socorro CES, and Nueva Estrella.
4. Thus, this Division Memorandum is hereby issued for efficient implementation of School-Based Feeding Program (SBFP) this October 2025.
5. For FY 2025, the target beneficiaries are 6,276, **focusing on Kinder learners, Severely Wasted and Wasted learners from kindergarten to grade 6**. The Hot Meals **will be provided for 120 days (School Procurement) and Commercial Milk for 11 days (Division Procurement)**. The School-Based Feeding Program for SY 2025-2026 will cover 120 feeding days.
6. Recipient schools are advised to **strictly follow** the approved 20-day cycle menu and its specifications.
7. **Pilar Central Kitchen** is instructed to commence **actual feeding on October 8, 2025**, while the remaining **Eleven (11) Central Kitchens** shall simultaneously begin on **October 13, 2025**.



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8. In line with our commitment to ensuring proper food preparation and handling across all Lead Schools, it is advice that **each Lead School** except Pilar Central Kitchen—assign two (2) kitchen personnel to undergo **training at Pilar Central Kitchen**. Trained personnel will be expected to apply the knowledge and skills acquired to improve kitchen operations in their respective schools.
9. Furthermore, **School Heads** shall have **primary responsibility** for overseeing the implementation of the program, ensuring proper fund utilization, and submitting the liquidation report on or before **December 12, 2025**
10. It is reiterated that all recipient schools will implement the School-Based Feeding Program (SBFP) with the support of a volunteer group or hired helpers **to ensure that Teachers will not participate in the preparation and cooking of meals**.
11. It is further reiterated that teachers shall be relieved from SBFP-related tasks to enable them to concentrate on their core teaching responsibilities. SBFP activities may instead be carried out by non-teaching personnel, or the school may opt to hire kitchen assistants, whose compensation may be charged against the school's operational expenses or supported through assistance from the Local Government Unit (LGU).
12. For further details, please contact **Ms. Rosynette E. Libay, RN**, Division SBFP Focal or **Ms. Melisa Mae D. Japson, SBFP-COS** to be contacted at cellphone No. **09476348382/09566093205** or email at rosynette.libay@deped.gov.ph
13. Immediate dissemination and strict compliance are hereby enjoined.


MANUEL O. CABERTE
Schools Division Superintendent

Reference: A started
Encl's: Number of SBFP Participants
To be indicated in the **PERPETUAL INDEX**
under the following subjects:

SCHOOL-BASED FEEDING PROGRAM (SBFP) CENTRAL KITCHEN MODALITY

SGOD/RLibay
10/03/2025