



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



**DIVISION MEMORANDUM**

No. \_\_\_\_\_ s, 2026

**05-131**

To: Assistant Schools Division Superintendent  
 SGOD Chief  
 All Public School District Supervisors  
 All Nurses  
 All Elementary School Heads  
 All Secondary School Heads  
 All Elementary AO's, PDO's, Book Keepers, Disbursing Officers  
 All Other Concerned/This Division

**ORIENTATION ON THE NEW INSTITUTIONAL GUIDELINES FOR SCHOOL-BASED FEEDING PROGRAM (SBFP) SY 2026-2027**

1. Please be informed that this Office through the Schools Governance & Operations Division (SGOD) shall conduct a 1-Day orientation on the new Institutional Guidelines for School-Based Feeding Program (SBFP) SY 2026-2027 on **May 12, 2026, 8:00 am at Siargao Sports Complex, Convention Center.**
2. This activity aims to build awareness of the program's objectives, clarify roles and responsibilities, and strengthen the capacity of SBFP TWG, food handlers, and administrators to implement the feeding program effectively.
3. Expected participants are All PSDS's, All Nurses, School Heads of All Elementary School Heads including their SBFP Coordinators, Administrative Officers, Book Keepers, Disbursing Officers, PDO's and All Secondary School Heads.

4. District	School Heads	Administrative Officer	Book keeper	PDO	Disbursing Officer	TOTAL
Burgos	4	4	1	1	1	11
Dapa East	9	10	1	1	1	22
Dapa West	9	9	0	0	0	18
General Luna	15	13	1	1	1	31
Pilar	11	10	1	1	1	24
Numancia	19	14	1	1	1	36
San Benito	6	4	1	1	1	13
San Isidro	9	8	1	1	1	20
Sapao	10	7	1	1	1	20
Socorro East	5	5	1	1	1	13
Socorro West	12	5	0	0	0	17
Secondary School Heads	25	0	0	0	0	25
<b>Total =</b>	<b>134</b>	<b>89</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>250</b>



Address: Km. 3, Brgy. Osmena, Dapa, Su  
 Contact No.: 09190040217

[Siargao@deped.gov.ph](mailto:Siargao@deped.gov.ph)






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

---

8. Registration at the venue will begin at 7:30 AM on the day of arrival, with lunch provided. All participants are strongly encouraged to arrive before the Opening Program commences.
9. Participants are advised to bring their own laptops for use during the workshop.
10. Secondary School Heads are requested to bring data on the number of pregnant learners and learners with children aged 0-1 year.
11. 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](mailto:rosynette.libay@deped.gov.ph)
12. Immediate and wide dissemination of this memorandum is desired.

  
**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:

ORIENTATION      NEW INSTITUTIONAL GUIDELINES      SCHOOL-BASED FEEDING PROGRAM (SBFP)

SGOD/SBFP/REL