

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



ESSD-RM-2023-666

31 October 2023



Regional Memorandum

No.666 s.2023

MONTHLY MEETING SCHEDULE OF SCHOOL-BASED FEEDING PROGRAM (SBFP) COORDINATORS

To **Schools Division Superintendents**

1. In reference to the Regional Memorandum No. 650 s. 2023¹, this office, through the Education Support Services Division, hereby provides the School-Based Feeding Program (SBFP) Monthly Meeting Schedule, as agreed upon during the October 25, 2023 meeting conducted.
2. The monthly meeting aims to:
 - a. provide progress reports and updates on SBFP implementation in each SDO;
 - b. discuss other matters pertaining to SBFP implementation; and
 - c. address issues, concerns, and recommendations related to SBFP implementation.
3. The meeting will be conducted on the MS Teams platform. The meeting link will be shared through the 2023 SBFP IV-A group chat a day before the scheduled meeting.
4. Attached is the monthly meeting schedule and the respective duties and responsibilities of the designated in-charge or host.
5. For further information, kindly contact Johnalen Aira S. Soberano through mobile at +639619642997 or through email at essd.calabarzon@deped.gov.ph.
6. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 

¹ School-Based Feeding Program (SBFP) Coordinators' Meeting on Implementation Update
cc: 03/ROE7



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085

MONTHLY MEETING SCHEDULE

MONTH	DATE	TIME	IN-CHARGE/HOST
October 2023	October 25, 2023	2:00 PM	Regional Office & Antipolo
November 2023	November 10, 2023	2:00 PM	Regional Office
December 2023	December 1, 2023	2:00 PM	Bacoor & Batangas City
January 2024	January 5, 2024	2:00 PM	Batangas Province & Binan
February 2024	February 2, 2024	2:00 PM	Cabuyao & Calamba
March 2024	March 1, 2024	2:00 PM	Cavite City & Cavite Province
April 2024	April 5, 2024	2:00 PM	Dasmaringas & General Trias
May 2024	May 3, 2024	2:00 PM	Imus & Laguna
June 2024	June 7, 2024	2:00 PM	Lipa & Lucena
July 2024	July 5, 2024	2:00 PM	Quezon & Rizal
August 2024	August 2, 2024	2:00 PM	San Pablo & San Pedro
September 2024	September 6, 2024	2:00 PM	Sta. Rosa & Sto. Tomas
October 2024	October 4, 2024	2:00 PM	Tanauan & Tayabas

DUTIES AND RESPONSIBILITIES OF IN-CHARGE/HOST

1. Prepare meeting preliminaries, including prayer, attendance, and other necessary arrangements.
2. Prepare minutes of meeting and submit to Regional SBFP Coordinator.