



ESSD-RM-2025-301

24 April 2025

Regional Memorandum

No. 301 s. 2025

SUBMISSION AND UPDATING OF DATA AND SCHOOL-BASED FEEDING PROGRAM (SBFP) REPORTING FORMS

REGION IV-A CALABARZON

To Schools Division Superintendents

- Relative to OM-OUOPS-2025-01750¹, this Office, through the Education Support Services Division (ESSD), hereby disseminates the guidelines on the submission and updating of data and School-Based Feeding Program (SBFP) reporting forms issued by the DepEd Central Office.
- 2. All Schools Division Offices (SDOs) and concerned personnel are enjoined to strictly adhere to the prescribed timelines and reporting requirements outlined in the said issuance.
- 3. Please see the attached document for more information.
- 4. For inquiries, please contact Dr. Eduarda M. Zapanta, Chief Education Supervisor, or Ms. Johnalen Aira S. Soberano, Nutritionist-Dietitian II of the Education Support Services Division, through email at essd.calabarzon@deped.gov.ph.
- 5. Immediate dissemination of this Memorandum is desired.

LOIDA N. NIDEA
Assistant Regional Director
Officer-In-Charge
Office of the Regional Director

03/ROE7

¹ Submission and Updating of Data and School-Based Feeding Program (SBFP) Reporting Forms







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Telephone No.: 02-8682-2114

Email Address: region4a@deped.gov.ph

Website: depedcalabarzon.ph





Republika ng Pilipinas

Department of Education



ORD-UM01-2025-390

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM OM-OUOPS-2025-ひょり状や

FOR

: REGIONAL DIRECTORS

SCHOOLS DIVISION SUPERINTENDENTS

FROM

: MALCOLM S. GARMA

Assistant Secretary, Office of the Undersecretary for Operations

SUBJECT

SUBMISSION AND UPDATING OF DATA AND SCHOOL-BASED

FEEDING PROGRAM (SBFP) REPORTING FORMS

DATE

: March 11, 2025

Pursuant to Republic Act No. 11037, or the Masustansyang Pagkain para sa Batang Pilipino Act, the Department, through the Bureau of Learner Support Services-School Health Division (BLSS-SHD) continues to implement the School-Based Feeding Program (SBFP), which aims to address hunger, encourage learners to enroll and attend school, and contribute to the improvement of their nutritional status. As a learner support program, it is an intervention intended to feed the undernourished learners and keep them in school.

To ensure that the desired outputs, outcomes, and impact of the program are measured and properly documented, the following directions are hereby given:

1. Regular reports on SBFP and its complementary programs shall be requested on the following schedule:

Data and/or Reporting Form	Schedule
Status of Procurement and Implementation for SBFP to be requested from the Schools Division Office (SDO) Focal Persons	D
Status of Payments to Suppliers to be requested from the Regional Office (RO) Technical Assistants for SBFP	Every 2 nd week of the month
Monthly Progress Report to be requested from the Regional Nutritionist-Dietitians	Before the 15th day of the month and validation of the data is every 3rd week of the month
Fund Utilization Report, Nutritional Assessment, and other data requests to be requested from the RO or SDO Focal Persons	Every 4th week of the month

2. In view of the ongoing research engagements for the SBFP, the SDOs are



Room 101, Rizal Building, DepEd Complex, Merdico Avenue, Pasig City 1600 Telephone Nos.: (02) 8633-5313; (02) 8631-8492 Email Address: oure@deped.gov.ph | Website: www.deped.gov.ph

Joc. Ref. Code	OM-OUOPS	Rev	01
Effectivity	03.23.23	Page	1 of 2



requested to submit the following on or before March 31, 2025 via sbfp.milk@deped.gov.ph or hard copies may also be sent to the School Health Division, Bureau of Learner Support Services, DepEd Complex, Meralco Ave., Pasig City:

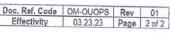
- a. SY 2023-2024 SBFP Form 1 (Master List of SBFP Beneficiaries)
- b. SY 2023-2024 SBFP Form 2 (SBFP Summary of Beneficiaries)
- 3. In relation to the measurement of the impact of universal feeding among kindergarten learners, all the pilot schools are requested to submit to the SDO the SBFP Form 7 (School Program Terminal Report) a week after the closing of the school year on April 15, 2025. The SDOs shall submit the reports either through email or via LBC.
- All ROs and SDOs are also requested to submit the Program Terminal Report on or before June 30, 2025, via <u>sbfp@deped.gov.ph</u> using the attached form.

Should you have further questions or require additional information, you may contact Ms. Magdalene Portia T. Cariaga, Senior Education Program Specialist, or Ms. Jessa B. Magana, Mr. Ted C. Pinto, Ms. Jennicka Saludez, Technical Assistants II of BLSS-SHD, by email at sbfp@deped.gov.ph or telephone at (02) 8632-9935.

Thank you.



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Quality Form

OK sa DepEd - School-Based Feeding Program (SBFP) **Program Terminal Report Form** (SBFP PTR - Form C)



Effectivity date: 06-1-2024

	BLSS-School Health Division
Region/SDO:	Period Covered:
Office Address:	renda Coverea:
Office Telephone Number:	A.C. I. II.
Fax Number:	Mobile Number: Email Address:
Number of Schools in the Region:™	Elementary Enrolment:
2	Secondary Enrolment:
A ACCOMPLICURATIVE	TOTAL:
A ALCOHOLICIDATATE	

A. ACCOMPLISHMENTS

1. SBFP Coverage: Total Number of Beneficiaries for Nutritious Food Products or Hot Meals

Grade Level	Sex	All Kinder	Severely Wasted	Wasted	Stunted	Pupils-at-Risk-of- Dropping-Out (PARDOs)	Indigenous Peoples	Indigent Learners	Last Mile Schools (with less than 100)	TOTAL
Kinder	F	-								0
	Total	0								0
	M		0	0	0	0	0	0	0	0
Grade 1	F	-								0
	Total	-								0
	M	1	0	0	0	0	0	0	0	0
Grade 2	F									0
	Total		0							0
	M		U	0	0	0	0	0	0	0
Grade 3	F	-								0
	Total	-	0	0						0
	M		-	0	0	0	0	0	0	0
Grade 4	F	-								0
	Total		0	0						0
	M			- 0	0	0	0	0	0	0
Grade 5	F									0
	Total		0	0						0
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Grade 6	F									0
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2. SBFP Coverage: Total Number of Beneficiaries for Milk sourced from NDA/PCC

Grade Level		All Kinder	Severely Wasted	Wasted	Stunted	Pupils-at-Risk-of- Dropping-Out (PARDOs)	Indigenous Peoples	Indigent Learners	Last Mile Schools (with	TOTAL
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	Total		0	0						0
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TOTAL	F		And the same of th							0
TOTAL	Total	0	0	0	0	0	0	0	0	0

3. SBFP Coverage: Total Number of Beneficiaries for Milk from Commercial Sources

Grade Level	Sex	All Kinder	Severely Wasted	Wasted	Stunted	Pupils-at-Risk-of- Dropping-Out (PARDOs)	Indigenous Peoples	Indigent Learners	Last Mile Schools (with less than 100)	TOTAL
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4. SBFP Coverage: Total Number of Beneficiaries for Milk Donated by Partners

Grade Level	Sex	All Kinder	Severely Wasted	Wasted	Stunted	Pupils-at-Risk-of- Dropping-Out (PARDOs)	Indigenous Peoples	Indigent Learners	Last Mile Schools (with	TOTAL
Kinder	IVI								less than 100)	-
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Grade 3	F									0
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Multigrade	F									0
	Total		0	0						0
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TOTAL	F									0
	Total	0	0	0	0					0
				7	U	0	0	0	0	0

5. SBFP Covera	ge: Grand	Total Number of	of Beneficiari	es for Milk (A	H sources)
Grade Level	Sex	All Kinder	Severely Wasted	Wasted	Stunted

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8. Profile of Beneficiaries

Grade Level		Target No.	Actual No.	%	No. Dewormed	%	No of 4Ps Beneficiaries	%	from Previous	%
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Kinder	F					 		—		
	Total	0	Ö	0	O	-				
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Grade 1	F					 				<u> </u>
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Grade 2	F									
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Grade 3	F					-				
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Grade 4	F					-				
	Total	0	0	0	0	0				
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10. Completion Rate	M	C C	T-A-I
Number of beneficiaries at the start of feeding:	141	-	Total
Number of beneficiaries after feeding:			
Percentage (# of beneficiaries at the start ÷ # of beneficiaries	-		
after feeding) X 100%			

11. Type of Food Commodities Distributed to Learners (Check applicable items)

	No. of Feeding Days
Hot meals	
Nutritious Food Products	No. of Feeding Days
Enutribun	
Milky Bun	
Fortified/Enriched Bread	
Fruits / Fruit Products	
Rootcrops	
Vegetables	
Nutripacks	
Cereals/Grains	

Milk	No. of Feeding Days
Fresh Milk	
Sterilized Milk	
Commercial Milk	
Provided by Partner	

12. SBFP Funds (for those with downloaded funds)

Tranches	Amount Received from RO	Funds Utilized	Percent Utilization (col 3/2*100%)
Total:			

B. DONATIONS/ RESOURCES GENERATED

(Add Additional Sheets, if needed)

School Feeding Focal Person

Date:

1						
	Partner & Type of Donations/Ser	vices Provided	Quan	tity (if applic	able)	Estimated Cost (if applicable)
Į						
c.	SIGNIFICANT EVEN EXPERIENCES/ GOO (Add Additional Sheets, if	OD PRACTICES	OTHER HEALT	'H AND NU	JTRITION PRO	OGRAMS/
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<u> </u>			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Auten	Based Feed	What is/are its Important contribution to the School- ling Program of the school?
D. L	ESSONS LEARNED			la 6110	02071	
				from Central Program in t	l, Region, and Divi	O STRENGTHEN SBFP (Include support needed stan Office that can increase the impact of OK so DepEd
_						
E. F	PROPOSED PLAN OF ACTION A	ND RECOMMEN	IDATIONS			
F. P	HOTOS (Before, During and A	Story)				
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Prepa	red by:			Nato di		
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Schools Division Superintendent