




Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Corner Military Cut-off, Baguio City



DIVISION MEMORANDUM

No. 112 s. 2013

To : Public Schools District Supervisors
MAPEH – ES
Auditors
Accountant
Division BAC Chairman
Elementary Medical Officers
Elementary Public Health Nurses
Public Elementary School Principals
School BAC Chair
Feeding Teachers
All others concerned

From :  **ESTELA LEON-CARIÑO**
Schools Division Superintendent

Subject: **ORIENTATION WORKSHOP ON THE SCHOOL-BASED FEEDING PROGRAM**

Date : August 23, 2013

1. Please be informed that the Division Office will conduct an orientation workshop on the SCHOOL-BASED FEEDING PROGRAM (SBFP) ON August 28, 2013 from 8:00 AM to 5:00 PM at the Division Conference Hall.
2. Participants to this workshop are the following:

A. Division Office:

SDS/ASDS, Accountant, Auditors, Education Supervisor, BAC Chairman Head - Health & Nutrition Section and Elementary Nurses,

- B. District Office:
District Supervisors

- C. (10) Ten SBF recipient schools:
 - (10) Ten School Heads;
 - (10) Ten School BAC Chair; and
 - (10) Ten Feeding Teachers.

The SBF recipient schools are the following: Quezon Hill ES, San Carlos ES, Bakakeng ES, Springhills ES, Manuel Roxas ES, San Vicente ES, Manuel Quezon ES, Doña Aurora ES, Lucban ES, Pinsao ES

- 3. The workshop aims to:
 - Discuss the operational guidelines with emphasis on the local level preparation of work and financial plan, procurement process and financial operations

 - Prepare action plan for SY 2013- 2014

 - Present the Division of Kalinga Terminal Report for SY 2011-2012

- 4. Immediate dissemination of this memorandum, strict compliance and cooperation of all concerned is enjoined.