

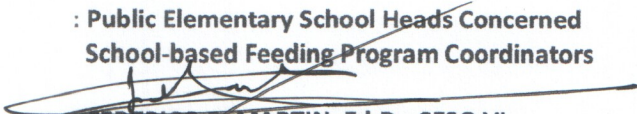
Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
DIVISION OF BAGUIO CITY

DEPED DIVISION OF BAGUIO CITY  
SEP 06 2017  
RELEASED

**DIVISION MEMORANDUM**

No. 257 s. 2017

**To** : Public Elementary School Heads Concerned  
School-based Feeding Program Coordinators

**From** :  FEDERICO P. MARTIN, Ed.D., CESO VI  
Schools Division Superintendent

**Date** : September 6, 2017

**Subject** : ROUND TABLE DISCUSSIONS AND FIELDWORKS FOR SCHOOL FEEDING  
PROGRAM DELIVERY ASSESSMENT

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1. There will be a round table discussions and fieldworks for school feeding program assessment on September 14-15, 2017 from 8:00 AM to 5:00 PM. Venue for the activity will be announced.
2. The activity aims to:
  - a) Orient the participants on the objectives and research methodology of the School Feeding Program Delivery Assessment; and
  - b) Clarify the roles and responsibilities of the regions, divisions, and schools personnel on the data gathering process which includes:
    - Administering the survey instrument to School Feeding Coordinators;
    - Conducting focus group discussions with the School Heads and School Feeding Coordinators;
    - Conducting key informant interviews (Kils) with Division Feeding Coordinators; and
    - Visiting selected elementary schools and undertake Kils with parents and stakeholders.
3. The following documents/reports are to be brought in to the venue by the identified School Feeding Coordinators:
  - SBFP Form 1 (Master List of Beneficiaries for SBFP),
  - SBFP Form 3 (SBFP Summary of Beneficiaries & Start of Feeding),
  - SBFP Form 4 (SBFP Record of Daily Feeding),
  - SBFP Form 5 (Program Terminal Report),
  - SBFP Form 6 – A (Consolidated Program Terminal Reports by School)
  - SBFP Form 6 – C (Consolidated Nutritional Status by School), and
  - Other pertinent data related to the school feeding implementation for the SY 2016-2017.
4. Please refer to the attached list of participating schools per division.
5. For immediate dissemination and compliance.

*de Jesus*

Region/Division	DIVISION	SCHOOL ID	NAME OF SCHOOL 1/	SCHOOL FEEDING COORDINATOR RESPONDENTS 2/	SCHOOL FEEDING COORDINATOR PARTICIPANTS 3	SCHOOL HEADS PARTICIPANTS 4/
CAR						
	Benguet	135397	Topdac ES	Selected	Selected	
	Benguet	135457	Abatan ES	Selected		
	Benguet	135466	Bangao Moreno ES	Selected	Selected	
	Benguet	135473	Buguias CS	Selected	Selected	
	Benguet	135477	Catubong-Adiston ES	Selected		
	Benguet	135520	Domolpos Com. Sch.	Selected		
	Benguet	135597	Kibungan CS	Selected	Selected	
	Benguet	135609	Sagpat ES	Selected		
	Benguet	135630	Pico ES	Selected		
	Benguet	135658	Mankayan CS	Selected		
	Benguet	135672	Omas Ampaguey ES	Selected	Selected	
	Benguet	135683	Taya MG School	Selected		Selected
	Baguio City	136381	Aguinaldo Elementary School	Selected	Selected	Selected
	Baguio City	136382	Baguio Central School	Selected		
	Baguio City	136383	Dominican-Mirador ES	Selected		
	Baguio City	136386	Pacday Quinio Elementary School	Selected		
	Baguio City	136394	Lucban Elementary School	Selected	Selected	Selected
	Baguio City	136391	Sto. Tomas Elementary School	Selected		
	Baguio City	136393	Bonifacio Elementary School	Selected	Selected	
	Baguio City	136396	Pinget Elementary School	Selected		
	Baguio City	136415	Roxas Elementary School	Selected		
	Baguio City	136403	Mabini Elementary School	Selected	Selected	
	Baguio City	136308	Dona Aurora H. Bueno ES	Selected		
	Baguio City	136414	Quezon Elementary School	Selected	Selected	Selected