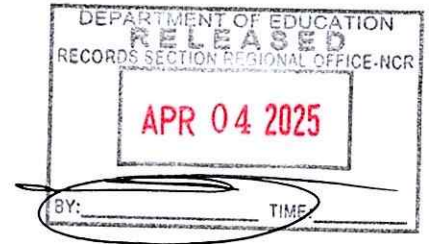




Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



April 02, 2025

REGIONAL MEMORANDUM

No. 336, s. 2025

To: Schools Division Superintendents
Division SBFP Focal Persons
 All Others Concerned

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

- Relative to OUOPS Memorandum No. 2025-08-01750, this Office, through the School Health and Nutrition Unit of the Education Support Services Division, hereby relays the request for Submission and Updating of Data and School-Based Feeding Program (SBFP) Reporting Forms.
- Relative to this, SDOs are requested to submit reports on SBFP on the following schedule:

Data and/or Reporting Form	Schedule
Status of Procurement and Implementation of SBFP	Every 1st week of the month
Status of Payments to Suppliers	Every 2nd week of the month
Monthly Progress Reports	Every 15th of the month
Fund Utilization Report, Nutritional Assessment and other data requests	Every 4th week of the month
SBFP Form 1 (Masterlist of SBFP Beneficiaries) and Form 2 (SBFP Summary of Beneficiaries) via sbfp.milk@deped.gov.ph	April 07, 2025
Program Terminal Report	June 16, 2025

- Immediate dissemination of and compliance with this memorandum is desired.

JOCELYN DR ANDAYA
 Regional Director, NCR
 Concurrent Officer-In-Charge, Office of the
 Assistant Secretary for Operations



Address: 6 Misamis St., Bago Bantay, Quezon City
 Email address: ncr@deped.gov.ph
 Website: depedncr.com.ph





Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OM-OUOPS-2025-02-477

**FOR : REGIONAL DIRECTORS
 SCHOOLS DIVISION SUPERINTENDENTS**

FROM : MALCOLM S. GARMA
 Assistant Secretary, Office in Charge,
 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:

- 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	Every 1 st week of the month
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 15 th day of the month and validation of the data is every 3 rd week of the month
Fund Utilization Report, Nutritional Assessment, and other data requests to be requested from the RO or SDO Focal Persons	Every 4 th week of the month

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



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

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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.

4. All ROs and SDOs are also requested to submit the Program Terminal Report on or before June 30, 2025, via sbfp@deped.gov.ph 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.



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600
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5. Herd Status Before and After Feeding - BM

BO	Sex	Screened		Weighed		Normal		Destratified		Other		No.		No.		No.	
		No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Unknt	M																
	F																
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 1	M																
	F																
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 2	M																
	F																
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 3	M																
	F																
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 4	M																
	F																
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 5	M																
	F																
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 6	M																
	F																
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SPED	M																
	F																
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Multi-grade	M																
	F																
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	M																
	F																
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

7. Nutritional Status Before and After Feeding - IFA

RO	Sex	2. Severely Malnourished		3. Moderately Malnourished		4. Mildly Malnourished		5. Normal		6. Overweight		7. Obese		8. Total	
		No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Kindergarten	M														
	F														
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 1	M														
	F														
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 2	M														
	F														
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 3	M														
	F														
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 4	M														
	F														
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 5	M														
	F														
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 6	M														
	F														
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SPED	M														
	F														
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Multi-grade	M														
	F														
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	M														
	F														
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0

B. Percentage Attendance

SDN	Sex	MONTHS																	
		0	1	2	3	4	5	6	7	8	9	10	11	12					
Esque	M																		
	F																		
Grah 1	M																		
	F																		
Grah 2	M																		
	F																		
Grah 3	M																		
	F																		
Grah 4	M																		
	F																		
Grah 5	M																		
	F																		
Grah 6	M																		
	F																		
Grah 7	M																		
	F																		
Unlabeled	M																		
	F																		
GRAND TOTAL	M																		
	F																		

10. Completion Rate	M	F	Total
Number of beneficiaries at the start of feeding:			
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)

Partner & Type of Donations/Services Provided	Quantity (if applicable)	Estimated Cost (if applicable)

C. SIGNIFICANT EVENTS OF SBFP, AND OTHER HEALTH AND NUTRITION PROGRAMS/ EXPERIENCES/ GOOD PRACTICES

(Add Additional Sheets, if needed)

What happened?	Who were involved?	When	Outcome: What is/are its important contribution to the School-Based Feeding Program of the school?

D. LESSONS LEARNED

G. SUGGESTIONS TO STRENGTHEN SBFP *(Include support needed from Central, Region, and Division Office that can increase the impact of OK sa DepEd Program in the schools)*

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E. PROPOSED PLAN OF ACTION AND RECOMMENDATIONS

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F. PHOTOS (Before, During and After)

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Prepared by:

Noted:

School Feeding Focal Person

Date: _____

Schools Division Superintendent