Division Memorandum No. 440, s. 2016

TO: ALL SCHOOL-BASED FEEDING PROGRAM RECIPIENTS

FROM: DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

SUBJECT: SCHOOL-BASED FEEDING PROGRAM REQUIREMENTS

DATE: AUGUST 26, 2016

1. All School-Based Feeding Program (SBFP) recipients are required to send all copies of their required documents to jakelloydvencio@gmail.com for checking until August 29, 2016, to wit:
   - Work and Financial Plan
   - Summary of Market Forms (Monthly, Weekly and Daily)
   - Project Procurement Management Plan (PPMP)
   - Action Plan
   - 20 Day Menu Cycle
   - Master list of Beneficiaries (Form 1)
   - SBFP Summary of Beneficiaries and Start of Feeding (Form 3)

2. Please prepare five (5) sets of requirements after correction.

3. For your information and compliance.