



REGION XI

City Schools Division of Digos

DIVISION MEMORANDUM

NO. 536, s. 2017

TO : PUBLIC SCHOOLS DISTRICT SUPERVISORS
ELEMENTARY SCHOOL ADMINISTRATORS OF
DEPED FUNDED SCHOOL-BASED FEEDING PROGRAM

FROM : *WEC* *08/16/17*
WINNIE E. BATOON, ED.D.
Officer-In-Charge
Office of the Schools Division Superintendent

SUBJECT : REGIONAL SEARCH FOR OUTSTANDING IMPLEMENTER
OF THE SCHOOL-BASED FEEDING PROGRAM

DATE : August 16, 2017

1. Please be informed that the Department of Education Region XI through the Education Support and Services Division shall conduct a Search for the Best Implementer of the School-Based Feeding Program for School Year 2017.
2. The search is open to all schools who are implementing the School-Based Feeding Program from School Year 2015 to 2017. The mechanics and timeline for selection are enclosed.
3. The search aims to recognize the outstanding performance of the school in the enhancement of the SBFP Program. Specifically, it aims to: (a) motivate school heads to perform well and generate enthusiasm and interest of program implementers and stakeholders; (b) enhance the SBFP program implementation; and (c) strengthen program enhancement initiatives.
4. The prizes for the Regional winners are as follows:
 - First Place - P 50,000.00 cash prize plus plaque and certificates
 - Second Place - P 30,000.00 cash prize plus plaque and certificates
 - Third Place - P 20,000.00 cash prize plus plaque and certificates
 - All winning Divisions shall receive a plaque of recognition and certificates.
 - All entry schools shall receive a certificate of recognition.
5. Public Schools District Supervisors and School Administrators are encouraged to extend full support to the search.
6. For more inquiries, contact Hazel Marie L. Escabillas, R.N., School-Based Feeding Program Focal Person/ Health and Nutrition- Head, cellphone number 09171183070.
7. For information and compliance.

For and in the absence of the OIC – SDS:

City Schools Division of Digos

RELEASED

AUG 16 2017

By: *[Signature]*

FRANCIS JUDE D. ALCOMENDRAS

Administrative Officer V

Officer-In-Charge *[Signature]*

Guidelines on the Conduct of the Regional Search for Outstanding Implementers of the School-Based Feeding Program (SBFP)

I. Evaluation Process

A. Division Level

1. The SDS shall form a Schools Division Search Committee who shall evaluate the SBFP implementing schools.
2. The Schools Division Search Committee shall evaluate the schools and shall choose two (2) schools to represent the division.
3. The SDS shall nominate the two (2) entry schools to the Regional Director together with the Division Level Evaluation Sheet and school documentation of their implementation.

B. Regional Level

1. The Regional Director (RD) shall form a Regional Search Committee who shall evaluate the school entries to the contest.
2. The Regional Search Committee shall evaluate the schools and shall choose three (3) winners to be awarded as Regional Outstanding SBFP Implementers.
3. The school with the highest score shall be ranked as first, the school with the second highest score shall be ranked as second, and the school with the third highest score among the three winners shall be ranked as third.
4. The three (3) Regional Outstanding SBFP Implementers shall vie for the 2018 National SBFP Excellence Award sponsored by the Jollibee Group Foundation (JGF).

II. Time Frame

Phases	Persons Responsible	Date
• Division selection • Submission of schools to represent the division	Division Search Committee	• August 22 – September 22, 2017 • September 29, 2017
• Regional evaluation • Awarding of the Outstanding Implementer of SBFP	Regional Search Committee	• October 16– November 10, 2017 • November 18, 2017 (tentative)

III. Awards and Prizes

Awards	Prizes
Regional Winners of the Search for Outstanding Implementer SBFP	
• First Place • Second Place • Third Place	• P50,000 cash prize plus plaque of recognition and certificates • P30,000,000 cash prize plus plaque of recognition and certificates • P20,000.00 cash prize plus plaque of recognition and certificates

	Points	Score
1 Percentage of beneficiaries rehabilitated to normal status (SY 2015/2016)	10	
10 points if all beneficiaries rehabilitated to normal status		
8 points if at least 90% rehabilitated to normal status		
6 points if at least 70-89% rehabilitated to normal status		
2 Percentage attendance of beneficiaries (SY 2015/2016)	5	
5 points if all beneficiaries attained at least 85-100% attendance.		
4 points if not all beneficiaries attained at least 85-100% attendance.		
3 Compliance to guidelines	8	
Creation of SBFP Core Group	1	
Orientation for Implementers conducted	1	
Provisions of RA 9184 (complete with supporting documents) complied with	1	
Nutritional assessment conducted	1	
Deworming conducted	1	
Separate area for feeding provided	1	
Food safety standards followed	1	
Daily feeding supervised by school head	1	
4 Vegetable Garden (SY 2016 to SY 2017)	10	
10 points if establishment of vegetable garden & at least 50% of harvests channeled to feeding (should be supported by documents)		
8 points if vegetable garden was established but less than 50% of harvests were channeled to feeding (should be supported by documents)		
5 Establishment of home gardens by the families of beneficiaries (Sy 2016 to SY 2017)	5	
5 points if 100% of the families of the beneficiaries were able to establish home gardens		
4 points if at least 90% of the families of the beneficiaries were able to establish home gardens		
3 points if less than 90% of the families of the beneficiaries were able to establish home gardens		
6 Development of health & nutrition values & behavior	10	
2 points if the activities below were conducted daily		
1 point if the activities below were conducted but not daily		
Hand washing before & after feeding	2	
Prayer before & after meals	2	
Good table manners	2	
Good grooming & personal hygiene	2	
Nutrition Education	2	

Presence & Completeness of the following forms:	16
2 points for every form properly-filled-up and updated	
1 point only if filled-up but not complete and updated	
Cycle Menu	
Market Form	
WFP	
PPMP/APP	
Request for Quotation	
List of names of beneficiaries	
SBFP Forms 1-4	
8 Prompt submission of liquidation Reports	10
10 points if on-time liquidation of at least 75% of cash advance	
8 points if liquidation of at least 75% of cash advance but not on-time	
8 points if on-time liquidation but not 75% of cash advance	
9 Documentation of good practices developed	5
5 points if good practices developed are recorded and documented	
4 points or less if good practices were developed but not documented	
10 Involvement/support of parents & community	5
5 points if the involvement/support of parents & community are recorded and documented	
4 points or less if there is involvement/support of parents & community but not documented	
11 Conduct of advocacy and social/resource mobilization activities	3
5 points if advocacy and social/resource mobilization activities are recorded and documented	
4 points or less if advocacy and social/resource mobilization activities were conducted but not documented	
12 Practiced composting in schools	3
5 points if composting was conducted and compost pit is functional	
4 points or less if composting was conducted but compost pit is no longer functional	
13 Practiced waste segregation in schools	3
5 points if waste segregation is being practiced & trash cans are provided	
4 points or less if waste segregation is being practiced but no trash cans provided	
14 Coordination with the barangay on livelihood trainings	2
2 points if livelihood trainings were coordinated with the barangay & conducted	
1 point if livelihood trainings were coordinated with the barangay but not conducted	
15 Result of interview with parents	5
5 points if all respondents gave positive feedback from the interview	
4 points or less if not all respondents gave positive feedback from the interview	
TOTAL:	100