



TC: 2408-1068

Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF VIGAN CITY

Division Memorandum  
No. 259, s. 2024

**CREATION OF A MONITORING AND TECHNICAL WORKING GROUP FOR  
CANTEEN OPERATIONS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Section/Unit Heads  
Public Elementary and Secondary School Heads  
All Others Concerned

1. In reference to DepEd Order No. 13, s. 2017 on the Policy and Guidelines on Healthy Food and Beverage in Schools and DepEd Offices and DepEd Order No. 8, s. 2007 on the Revised Implementing Guidelines on the Operation and Management of School Canteens in the Public Elementary and Secondary Schools, this office announces the creation of a Monitoring and Technical Working Group for canteen operations.
2. The members of the Monitoring and Technical Working Group are as follows:

<b>Members</b>	<b>Position</b>
Dr. Arlyn D. Batulan	Medical Officer III
Dr Mac Lubert R. Rapacon	Dentist II
Laurie Angela M. Agati	Division Nurse II
Susiemar M. Rapisura	Education Program Supervisor, SGOD
Amelyn P. Plete	Education Program Supervisor, TLE
Christopher Michael Gazmen	Accountant III

3. The roles and functions of the Monitoring and TWG members are the following:
  - a. To oversee the implementation of the policy
  - b. To review and recommend policies, conduct capacity building activities, and provide guidance and support
  - c. To conduct capacity building activities to School Personnel
  - d. To encourage the canteen and other offices to serve healthy foods and drinks daily and during meetings and other activities
  - e. To advocate to local government units to regulate the marketing of unhealthy foods outside the school premises
  - f. To Monitor compliance of the schools to this policy and ensure that only healthy food and drinks are available in the schools.
  - g. To ensure adherence to standards on quality, handling and serving of foods and that food safety standards and hygiene practices are strictly observed and implemented.



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- h. To monitor adherence to the guidelines on the operation of school canteens.
4. This memo shall serve as designation orders of members of Division Monitoring and TWG for canteen operations.
5. For immediate dissemination and compliance with memorandum is desired.

**VILMA D. EDA, CESO V**  
Schools Division Superintendent



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