



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

14 SEP 2026

DIVISION MEMORANDUMNo. 746, s. 2026

**PARTICIPATION OF SDO VIGAN CITY IN THE NATIONAL ORIENTATION OF
 CENTRAL KITCHENS AND HOME-GROWN SCHOOL FEEDING SITES ON THE
 NEGOTIATED PROCUREMENT-SAGIP SAKA (NP-SS) ACT GUIDELINES FOR
 THE SCHOOL-BASED FEEDING PROGRAM (SBFP)**

To: Assistant Schools Division Superintendent
 Chief Education Supervisor (SGOD)
 All Others Concerned

1. In reference to Regional Memorandum No. 1183, 2026, the Department of Education, through the Bureau of Learner Support Services-School and Health Division-Nutrition and Hygiene Unit (BLSS-SHD-NHU), will conduct the National Orientation of Central Kitchen and Home-Grown School Feeding Sites on the Negotiated Procurement-Sagip Saka (NP-SS) Act Guidelines for the School-Based Feeding Program (SBFP) on September 14-16, 2026 at Richmond Hotel Ortigas, Pasig City.

2. The following are the participants:

NAME/POSITION/SCHOOL
Laurie Angela M. Agati Division Nurse II/ SDO SBFP Focal Person
Reymalin T. Llanes SDO Bids and Awards Committee (BAC)
Rosejane Mey P. Gandeza SDO Finance Representative

3. The participants are expected to arrive at 3:00 PM on September 14, 2026 and check out on September 16, 2026, in accordance with the Regional Memorandum.

4. The participants shall complete the prescribed online registration through the link <https://tinyurl.com/NatOrientationNPSSLuzonCluster>. Furthermore, participants are advised to bring their laptops, extension cords, and internet backup for the activity.

5. Travel expenses and other incidental costs shall be charged against existing SBFP-PSF or local funds, subject to existing accounting and auditing rules and regulations.





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6. Attached is the Regional Memorandum No. 1183 for reference.
7. For immediate dissemination and compliance.

Amo E. Reyes
f/ **VILMA D. EDA, CESO V**
Schools Division Superintendent



Reference: Regional Memorandum No. 1183,s.2026
September 10, 2026



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Republic of the Philippines
Department of Education
REGION I



SEP 10 2026

REGIONAL MEMORANDUM

No. 1183, s. 2026

INVITATION TO PARTICIPATE IN THE NATIONAL ORIENTATION OF CENTRAL KITCHENS AND HOME GROWN SCHOOL FEEDING SITES ON THE NEGOTIATED PROCUREMENT-SAGIP SAKA (NP-SS) ACT GUIDELINES FOR THE SCHOOL-BASED FEEDING PROGRAM (SBFP)

To: Schools Division Superintendents) SDO La Union
SDO Vigan City

1. This refers to the attached draft Memorandum from the Department of Education Central Office regarding the National Orientation of Central Kitchen and Home-Grown School Feeding Sites on the Negotiated Procurement-Sagip Saka Act (NP-SS) Guidelines for School-Based Feeding Program (SBFP) on **September 14-16, 2026, at Richmond Hotel Ortigas, Pasig City.**

2. The designated attendees from each Division are expected to arrive at 3:00 PM on September 14, 2026 and Check-out on September 16, 2026, as follows:

- One (1) Regional SBFP Focal Person,
- 1 SDO SBFP Focal Person,
- SDO Bids and Awards Committee (BAC); and
- SDO Finance

3. Participants are requested to complete the online registration through <https://tinyurl.com/NatOrientationNPSSLuzonCluster> and are advised to bring their laptops, extension cords and internet backup. For the meeting schedule and other pertinent details may be found in the attached draft memorandum.

4. Travel expenses and other incidental costs shall be charged against existing SBFP-PSF or local funds, subject to existing accounting and auditing rules and regulations. The SDO is requested to augment any funding shortfalls, as necessary.

5. For immediate dissemination and compliance.

ESTELA P. LEON-CARIÑO, EdD, CESO III
Director IV/Regional Director

Incls: As stated

To be included in the Perpetual Index
under the following subjects:

HEALTH EDUCATION

PROGRAMS

SCHOOLS

ESSD/SQC/mar/RM_HandogNgPangulo
September 9, 2026



ESSD260794

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1 of 1





Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATION

MEMORANDUM

OM-OUGOPS-2026-__ -__

FOR : **REGIONAL DIRECTORS**
DepEd Regions I-XII, NIR, CARAGA, NCR, & CAR

FROM : **MALCOLM S. GARMA**
Undersecretary

SUBJECT : **INVITATION TO PARTICIPATE IN THE NATIONAL ORIENTATION OF CENTRAL KITCHENS AND HOME-GROWN SCHOOL FEEDING SITES ON THE NEGOTIATED PROCUREMENT – SAGIP SAKA (NP-SS) GUIDELINES FOR THE SCHOOL-BASED FEEDING PROGRAM (SBFP)**

DATE : August 27, 2026

The Department of Education (DepEd), through the Bureau of Learner Support Services-School Health Division-Nutrition and Hygiene Unit (BLSS-SHD-NHU), in partnership with the World Food Programme, shall conduct the **National Orientation of Central Kitchens and Home-Grown School Feeding Sites on the Negotiated Procurement – Sagip Saka (NP-SS) Guidelines for the School Based Feeding Program (SBFP) to be held within Metro Manila on September 14-16, 2026 for the Luzon Cluster and within Cebu or Bacolod City on September 16-18, 2026 for the Visayas-Mindanao Cluster.** The activity aims to familiarize participants with NP- Sagip-Saka Act (SSA) process and to strengthen the capacity of Schools Division Offices (SDO) and school personnel to understand and implement NP-SSA as a procurement modality for the SBFP.

By the end of the workshop, participants will be able to:

1. understand the legal and policy framework governing NP-SS;
2. describe the procurement procedures and key requirements under NP-SS;
3. clarify the roles and responsibilities of SBFP and BAC Officers in implementing NP-SS;
4. understand financial management, documentation, and compliance requirements;
5. navigate and utilize FFEDIS for identifying eligible Farmers and Fisherfolk Enterprises;
6. recognize common implementation challenges & practical mitigation measures; and
7. utilize NP-SS reference materials and tools to support future implementation within their respective SDOs.

The orientation workshop is intended for key personnel involved in the planning, implementation, procurement, and financial management of the SBFP at both the SDO and school levels. Target participants include:

- RO SBFP Focal Persons
- SDO SBFP Focal Persons
- SDO Bids and Awards Committee (BAC)
- SDO Finance
- School BAC

The detailed number of participants for each cluster is presented in Annex A which provides the participant allocation and regional distribution.

All concerned regions are requested to confirm the names and details of their designated representatives on or before **September 7, 2026** through this link:

Luzon Cluster: <https://tinyurl.com/NatOrientationNPSSLuzonCluster>

Visayas-Mindanao Cluster: <https://tinyurl.com/NatOrientationNPSSVisMin>

The travel expenses of participants shall be charged to the downloaded funds for this purpose subject to existing accounting and auditing rules and regulations. If necessary, these expenses may also be charged to local funds/School-Based Feeding Program (SBFP) - Program Support Funds.

We look forward to your continued support and collaboration in strengthening learner support initiatives.

For questions and concerns, please contact Ms. Magdalene Portia T. Cariaga, Supervising Health Program Officer and/or Mr. Vonerich B. Berba, Education Program Specialist II, BLSS-SHD-Nutrition and Hygiene Unit/SBFP Team, through email at sbfp@deped.gov.ph.



Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES

OFFICE OF THE DIRECTOR

ADVISORY

This has reference to conduct of the National Orientation of Central Kitchen and Home-Grown School Feeding Sites on the Negotiated Procurement-Sagip Saka Act (NP-SS) Guidelines for School-Based Feeding Program (SBFP) in **Richmond Hotel Ortigas, Pasig City** on **September 14-16, 2026**.

Please be informed and reminded of the following:

1. Participants are expected to arrive at **3:00pm** on **September 14, 2026** and may proceed to the registration area, opening program will begin at **8:00am** on **September 15, 2026**. Participants from the Central Office and the National Capital Region will not be accommodated and may come on September 15, 2026 up to the end of the activity.
2. Participants' travel expenses shall be charged to the downloaded funds for this purpose subject to existing accounting and auditing rules and regulations. Additional travel expenses beyond the downloaded funds may also be charged to local funds/School-Based Feeding Program (SBFP) – Program Support Funds, when the need arises.
3. Participants may **check-in on September 14** (Day 1) at 3:00pm and are expected to **check-out by September 16** (Day 3) before 12:00nn. The **first meal** to be served is dinner on September 14 (Day 1), and the **last meal** is breakfast on September 16 (Day 3).
4. All identified participants are requested to complete the online registration for the activity by accessing the following link: <https://tinyurl.com/NatOrientationNPSSLuzonCluster> Kindly ensure that your registration is completed before the scheduled date.
5. Participants are expected to attend the entire duration of the activity. Please see the attached Indicative Program of Activities for reference.
6. Participants are advised to bring their own **laptops, extension cords, and internet back-up**.
7. Participants who are not feeling well are discouraged from attending the activity. Also, they should bring their own face masks and sanitizers to comply with health standards.

For questions and concerns, please contact Ms. Magdalene Portia T. Cariaga, Supervising Health Program Officer, and/or Ms. Gail Hariette C. Dela Rosa/Ms. Jasperl Niña A. Malabuyoc, Technical Assistants II, Nutrition and Hygiene Unit/SBFP Team, BLSS-SHD, through email at sbfp@deped.gov.ph.

DR. MIGUEL ANGELO S. MANTARING
Director IV

INDICATIVE PROGRAM OF ACTIVITIES

Time	Activity	Person-in-Charge
Day 1 - Ingress		
3:00 PM	Registration and Check-in	DepEd / WFP
6:00 – 7:00 PM	Dinner	Live-in Participants
Day 2 – Program Proper		
08:00 – 08:30	Registration	Secretariat
08:30 – 08:45	Opening Program and Workshop Objectives	DepEd / WFP
08:45 – 10:00	Overview of the Sagip Saka Act and Policy Framework for NP-SS	DA Accredited Trainer
10:00 – 10:15	Health Break	
10:15 – 11:30	Government Procurement Framework and NP-SSA Procurement Procedures	GPPB Accredited Trainer
11:30 – 12:00	Open Forum	DA and GPPB
12:00 – 13:00	Lunch Break	
13:00 – 13:20	Integrating NP-SS into the School-Based Feeding Program: Policy Direction and Implementation Framework (Procurement Planning)	DepEd
13:20 – 14:10	Step-by-Step Walkthrough of the NP-SS Procurement Process for SBFP (Procurement Process)	GPPB Resource Person
14:10 – 14:50	Financial Management, Documentation Requirements, and Compliance Considerations under NP-SS (Payment Process)	DepEd Finance Representative
14:50 – 15:05	Health Break	
15:05 – 15:50	FFEDIS Orientation and Demonstration: Identifying and Engaging Eligible Farmers and Fisherfolk Enterprises	Department of Agriculture
15:50 – 16:20	Common Implementation Issues, Frequently Asked Questions, and Good Practices in NP-SSA Implementation	DA and GPPB Resource Persons
16:20 – 16:35	Guided Review of NP-SSA Reference Materials and Resource Package	WFP Facilitators
16:35 – 16:55	Open Forum and Clarification Session	DA, GPPB, DepEd, and WFP
16:55 – 17:00	Closing Remarks	DepEd
18:00 – 19:00	Dinner	
Day 3 - Egress		
08:00 – 12:00 NN	Check-out	Live-in Participants

Annex A. Detailed List of Participants

List of Functional Central Kitchens (as of July 2026) and HGSF Pilot Sites							
Region	SDO	Name of School/CK/HGSF site	Number of pax to be invited				
			RO SBFP Focal	SDO SBFP Focal	SDO BAC	School BAC	SDO Finance
Luzon Cluster							
Region 1	La Union	Bacnotan Central Elementary School	1	1	1		1
		San Julian Integrated School					
		Agoo East Central School					
	Vigan City	Ayusan-paos Elementary School		1	1		1
		Nagsangalan Elementary School					
		Vigan Central Elementary School					
Region 2	Tuguegarao City	Tuguegarao West Central School	1	1	1		1
		Annapunan Integrated School					
		Tagga Elementary School					
	Cauayan City	Cauayan North Central School* (HGSF Site)		1	1		1
	Santiago City	Patul Elementary School* (HGSF Site)		1	1		1
Region 3	Bataan	Dinalupihan Elementary School	1	1		1	1
Region 4A	Antipolo City	Juan Sumulong Elementary School	1	1	1	1	1
	Laguna	Los Baños Central Elementary School		1		1	1