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

DIVISION MEMORANDUM
No. 960, s. 2026

05 NOV 2026

UPDATES ON THE IMPLEMENTATION OF THE SCHOOL-BASED FEEDING PROGRAM SY 2026-2027

To: Assistant Schools Division Superintendent
Chief Education Supervisor (SGOD & CID)
Public Elementary, Secondary and Integrated School Heads
Administrative Officer V (Administrative Services & Budget)
Accountant II
All Others Concerned

1. In reference to Division Memorandum No. 521, s. 2026, entitled "Implementation of the School Based Feeding Program (SBFP) SY 2026-2027", this Office issues the following updates on the implementation of the School-Based Feeding Program.

2. The List of Technical Working Groups were updated due to movement and promotion of previous personnel involved in the SBFP implementation. (Refer to attachment 1 for Updated Lists comprising the respective teams)

3. To make up for the hot meals that were not served due to the suspension of work and classes, Mondays and Fridays shall be designated as additional feeding days prior to the commencement of the second batch of feeding. This arrangement aims to recover missed feeding days and ensure the completion of the required fifty-five (55) feeding days under the Tier 1 School-Based Feeding Program (SBFP) implementation.

4. All other provisions stipulated in the previous Division Memorandum No. 521 and 661, s. 2026 shall remain in effect.

5. For immediate information and compliance of all concerns.

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
05 NOV 2026
RELEASED

VILMA D. EDA, CESO V
Schools Division Superintendent

SGOD/RQRJr/lama

Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
Email Address: vigan.city@deped.gov.ph
Website: www.depedvigancity.com

Attachment 1

DIVISION INSPECTION TEAM FOR THE SCHOOL BASED FEEDING PROGRAM

SDO Inspectorate Team

(per Division Memorandum No. 819 s. 2026)

Name of Personnel	Position	ROLES/ RESPONSIBILITY	SCHEDULE DAY PER WEEK for CK DELIVERIES
Florabel Rafanan	ADA VI	Conduct inspection during delivery of NFPs, hot meals, milk and supplies for Central Kitchen Operations.	Tuesday & Friday *Mondays and Tuesdays only for weeks with 5-day hot meal feeding
Mary Joy P. Suero/ Jinky Alejo	AO V Budget Officer		Wednesday
Zyra Mae G. Sol, DMD	Dentist II		Wednesday
Reyna Tajon **Arlyn D. Batulan, MD**	ADAS III Medical Officer III		Thursday Thursday

** Inspection at the central kitchens for weekly deliveries of operational supplies is conducted daily every 6:00AM.*

*** Inspection for NFPs at the SDO is conducted once a month and for Milk component once per week until completed.*

Schedule of Additional Support Staff in the Inspection

Name of Personnel	ROLES/RESPONSIBILITY	SCHEDULE DAY PER WEEK for CK DELIVERIES
Maria Korynne P. Taborda	Assist during Inspection of NFPs, Milk Component and supplies for Central Kitchen Operations *Food Safety Compliance Officers – ensure food safety compliance is observed	Tuesday
Laurie Angela M. Agati		Friday
Mary Danica R. Inacay		Wednesday *and Mondays, only for weeks with 5-day hot meal feeding
Meliza R. Valle		Fridays

		*and Mondays, only for weeks with 5-day hot meal feeding
Technical Assistant 1- Central Kitchens *assigned to CKs 6am to 3pm		Monday to Friday
Raymart Quedado **Leah T. Regaspi**		
School Administrative Officers II except ISNHS		

** Inspection at the central kitchens for weekly deliveries of operational supplies is conducted daily every 6:00AM.*

*** Inspection for NFPs at the SDO is conducted once a month and for Milk component once per week until completed.*

DELIVERY TEAM FOR SCHOOL-BASED FEEDING PROGRAM

SHNS Personnel	**ROLES/RESPONSIBILITY**	**SCHEDULE**
Mary Danica R. Inacay **Meliza R. Valle** **Florabel Rafanan** **Laurie Angela M. Agati** **Maria Korynne P. Taborda**	Assist in the delivery of NFPs, Milk and Hot meals to schools	Weekly Hot meals- Tuesday-Friday (including Mondays for 5-day HM feeding) For NFPs -every last week of the month For Milk Feeding Program-starts on October 27, 2026
Drivers/Alternate Drivers	**ROLES/RESPONSIBILITY**	**SCHEDULE**
Herman Arruejo **Robert Pastor** **Dennis Suero**	To assist and serve as drivers during deliveries and monitoring activities.	Weekly Hot meals- Tuesday-Friday (including Mondays for 5-day HM feeding) For NFPs -every last week of the month For Milk Feeding Program-starts on October 27, 2026

DIVISION SBFP MONITORING AND TECHNICAL ASSISTANCE TEAM

Name of Personnel	Position	ROLES/ RESPONSIBILITY	SCHEDULE
Arlyn D. Batulan, MD	Medical Officer III	Conduct monitoring and technical assistance in implementing SBFP	**Nutritious Food Products-Hot meals** *Tuesday-Friday* **and Fresh Milk** *starts on October 27, 2026*
Zyra Mae G. Sol, DMD	Dentist II-Division WINS Program Focal		
Laurie Angela M. Agati	Nurse II-Division SBFP Focal		
Maria Korynne P. Taborda	Nurse II-Division SBFP Alternate Focal		
Meliza R. Valle	COS Technical Assistant II (new)		
Mary Danica R. Inacay	COS Administrative Support II (new)		