



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

04 MARCH 2021

DIVISION MEMORANDUM

No. 083 s. 2021

**IMPLEMENTATION OF THE SCHOOL-BASED FEEDING PROGRAM FOR S.Y.
2020-2021**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary
Heads, Unit/Section
All Others Concerned

1. To ensure the growth and development and to boost the immune system of learners during the pandemic, the Department of Education through the City Schools Division of the City of Tayabas shall commence the School-Based Feeding Program on **March 8, 2021 (Monday)**.
2. In line with DepEd Order no. 023, s. 2020: Operational Guidelines on the Implementation of the School-Based Feeding Program for School Year 2020-2021, the School Governance and Operations Division through the School Health Section will conduct monitoring of distribution and implementation of School-Based Feeding Program from March 8-April 8, 2021.
3. Attached is the Monitoring Tool to be used during the monitoring of schools.
4. Immediate dissemination of this memorandum is desired.


ANIANO M. OGAYON, CESO V
Schools Division Superintendent



Brgy. PotoI, Tayabas City



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SCHOOL-BASED FEEDING PROGRAM MONITORING TOOL FOR SY 2020-2021

INSTRUCTIONS: Put check if evident or non-evident. Put N/A on the remarks if not applicable.

INDICATORS	NOT EVIDENT	SOMEWHAT EVIDENT	MODERATELY EVIDENT	HIGHLY EVIDENT	REMARKS
A. MONITORING ON DROP OFF POINTS					
<i>Leave blank if school monitored is not identified as drop off points for milk or NFP</i>					
A.1 DELIVERY AND PICK UP ON DROP OFF POINTS (MILK AND NFP)					
Delivered by supplier on drop off points on scheduled and agreed time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Picked-up by schools immediately after delivery on drop off points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
A.2 HEALTH AND SAFETY PROTOCOL ON DROP OFF POINTS (MILK AND NFP)					
Conducted thermo-scanning upon entering the premises	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Accepted delivery of goods in open spaces and area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Available sanitizing foot bath	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Available alcohol and hand sanitizers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wearing of face mask was observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wearing of face shield was observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Physical distancing was observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
A.3 FOOD SAFETY ON DROP OFF POINTS					
A.3.1 For Milk					
Delivered milk were frozen/chilled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Delivered milk were placed in coolers with ice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Delivered milk were with 7 days shelf life	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
A.3.2 For Nutritious Food Products (for Fortified Bread and Pastries)					
Delivered NFP were placed in sealed container or bag to maintain freshness, quality and safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Date of Production or Consume Before date were indicated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
NFP were placed in a tray or container upon delivery to avoid touching surfaces and maintain safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
B. MONITORING ON DISPATCHING AREAS IN SCHOOLS					
B.1 FOOD SAFETY IN DISPATCHING AREA					
Dispatching area were well-lit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dispatching area were pest free	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dispatching area were clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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B.2 OBSERVANCE OF PROPER HYGIENE FOR FOOD SAFETY

Washing of hands were observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wearing of disposable plastic gloves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wearing of hairnet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wearing of apron	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

B.3 FOOD SAFETY OF THE MILK AND NFP

B.3.1 For Milk

Delivered milk were frozen/chilled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Delivered milk were placed in coolers with ice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Delivered milk were with 7 days shelf life	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

B.3.2 For Nutritious Food Products (for Fortified Bread and Pastries)

Delivered NFP were placed in sealed container or any packaging to maintain its freshness, quality and safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Date of Production or Consume Before date were indicated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
NFP were placed in a tray or container upon delivery to avoid touching surfaces and maintain safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

B.4 HEALTH AND SAFETY PROTOCOL ON DISPATCHING AREAS IN SCHOOLS (MILK AND NFP)

Thermos scanning upon entering the premises was conducted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Available sanitizing foot bath	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Available alcohol and hand sanitizers in dispatching area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wearing of face mask was observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wearing of face shield was observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Physical distancing was observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dispatching area were properly ventilated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

OTHER OBSERVATION

AREAS FOR IMPROVEMENT

MONITORED BY:

SIGNATURE:	
NAME:	
DATE:	



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