



Department of Education
Region 02
SCHOOLS DIVISION OF NUEVA VIZCAYA
Bayombong



DIVISION MEMORANDUM

TO : ALL SCHOOL HEALTH AND NUTRITION PERSONNEL
(Both Secondary and Elementary)

FROM : *Flora*
FLORDELIZA C. GECOBÉ, PhD, CESO VI
Officer in Charge
Office of the Schools Division Superintendent *Flora*

SUBJECT : MONTHLY HEALTH and NUTRITION STAFF MEETING

DATE : SEPTEMBER 07, 2017

1. The School Governance and Operation Division -School Health and Nutrition shall administer the monthly Health and Nutrition Staff meeting every 25th of the month at the SDO conference Hall at exactly 8: 00 am.

2. Participants of this meeting are all Health and Nutrition Staff both Elementary and Secondary to update and comply all necessary reports required by the office to direct the programs and projects focusing the welfare of the learners in all field of education.

4. Travelling Expenses for this meeting shall be charged against MOOE fund of the school subject to the accounting rules and regulations.

5. For information guidance and compliance.



Department of Education
Region 02
SCHOOLS DIVISION OF NUEVA VIZCAYA
Bayombong



DIVISION MEMORANDUM

No. 481 s-2017

TO : OSDS (ASDS, AO)
CID (Chief, EPS, PSDS, DICs)
SGOD (Chief, EPS, School Health Section)
Elementary and Secondary School Heads
All others concerned

FROM : *[Signature]*
FLORDELIZA C. GECOBÉ, PhD., CESO VI
Officer in Charge
Office of the Schools Division Superintendent *[Signature]*

SUBJECT : DIVISION EVALUATION FOR SBFP AND GULAYAN SA
PAARALAN MOST OUSTANDING IMPLEMENTER

DATE : SEPTEMBER 06, 2017

1. Pursuant to Division Memo No. 363 s-2017 re: Division Search for School Health and Nutrition Program Best Implementer the schedule of evaluation for school based feeding program and gulayan sa paaralan is scheduled on October 9 to 13, 2017 as stated.

Date	North schools	Entry	Evaluators	South schools	Entry	Evaluators
9	Diadi, Bagabag -II	SBFP	Alexander Bragado, Revilita Lamsis, Shairus Dugay, Ali Vilar, Eva Cuilan, Epifania Tumaliuan-Team Leader(09272588674)	A. Castaneda Pelaway	SBFP Gulayan	Rose Bautista, Elvira Ranches, Trixie Dacayo, Rosie Dacumos, Ben Llantada, Herminia Basilio-Team Leader(09363629214)
10	Villaverde, Bagabag- I	Gulayan/SBFP		Canabuan NHS/Imugan Sta. Fe CS Aritao I-II	Gulayan SBFP SBFP/Gulayan	
11	Solano-I,II Bayombong- II	SBFP/Gulayan SBFP		Kayapa NHS, Martinez NHS Kayapa E/W Bambang I	Gulayan SBFP SBFP/Gulayan	
12	Kasibu East, Quezon	SBFP		Bambang II, Kasibu West	SBFP	
13	Ambaguio, Bayombong -I	SBFP		Dupax N. Dupax Sur	SBFP/Gulayan SBFP	

2. As mandate of this office it is important to reinforce the implementations of health programs and projects that focuses to the welfare of the learners. Enclosed are criteria for your reference and guidance.

3. Be guided that scheduled schools for evaluation shall go and get the members of evaluation team in their respective area of assignments to way forward the compliance of the evaluation in due time.

4. Expenses covered to this activity shall be charged against SBFP monitoring fund subject to the accounting rules and regulations.

5. for information guidance and compliance.

Republic of the Philippines
Region 02
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SCHOOLS DIVISION OF NUEVA VIZCAYA
Bayombong

**DIVISION SEARCH FOR THE BEST IMPLEMENTER OF THE GULAYAN SA PAARALAN PROGRAM (GPP)
CRITERIA FOR EVALUATION**

District/School: _____

Date: _____

CRITERIA	POINTS	SCORE	RANK
1. NURSERY (15 PTS.)	15 pts		
A. Presence o seed beds/boxes	2 pts		
B. Presence of varied seedlings	3 pts		
C. No. of seedlings produced/distributed	2 pts		
D. Presence of Planting Calendar Seasons	2 pts		
E. Use of organic fertilizers, and pesticides/ insecticides	2 pts		
F. Seedbank with labels	2 pts		
G. Inventory of produced seedlings	2 pts		
2. VEGETABLE PRODUCTION	40 PTS		
A. Total yield ing kilograms	8 pts		
B. Varieties of vegetable planted	8 pts		
C. Net income Analysis(Input/Output)	8 pts		
D. Maximum utilization of plant area	8 pts		
E. Technology adoptewd in gardening	8 pts		
3. School Feeding Program	10 PTS		
A. On record frequency of feeding			
-with the no. receipts	7 pts		
-with documentation and schedule	3 pts		
4. COMPOSTING	10 PTS		
A. Technology Adopted			
5. REPORTING/RECORDS KEEPING	5 PTS		
A. Presence of logbooks			
(visitation, tools, seedlings)	1 pt		
B. Narrative reports	3 pts		
C. Pictorials/Documentations	1 pt		
6. VEGETABLE GARDEN LAYOUT	15 PTS		
A. Layout	10 pts		
B. Water Supply	2.5 pts		
C. Fencing	2.5 pts		
7. GARDEN TOOLS	5 pts		
A. Presence of garden tools			
(inventory and acquisition)			
TOTAL	100%		

Evaluator: _____

Signature over Printed Name

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**DIVISION SEARCH FOR THE BEST IMPLEMENTER OF THE SCHOOL-BASED
FEEDING PROGRAM (SBFP)
CRITERIA FOR EVALUATION**

District/School: _____

Date: _____

CRITERIA		POINTS	SCORE	RANK
A	PREPARATION AND AVAILABILITY OF DATA	25		
1	Validated Nutritional Status of beneficiaries	10		
2	Updated daily attendance	3		
3	School Work and Financial Plan	2		
4	Project Procurement Management Plan & cycle menu	4		
5	Orientation of SBFP & Involvement of parents	3		
6	Partnership with stakeholders	3		
B	PROGRAM MANAGEMENT	25		
1	Time feeding started			
	a. Upon release of fund by SDO	3		
	b. One week after release	2		
2	Feeding Area			
	a. Feeding Room/Canteen/HE Room	4		
	b. Within the classroom/inside the classroom	3		
3	Proper storage of food supply/inspection report	4		
4	Observance of proper hygiene & sanitation procedure	4		
5	Observance of proper food handling	3		
6	Proper attire of food handlers	2		
C	COMPLEMENTARY ACTIVITIES	10		
1	With functional school garden	5		
2	Waste segregation and composting	3		
3	% of beneficiaries dewormed	2		
D	LIQUIDATION PROCESS	5		
1	Submission of complete liquidation report			
	a. On time	3		
	b. Late	2		
E	BEST PRACTICES/INNOVATION/RESARCH	10		
F	CHANGE IN THE NUTRITIONAL STATUS OF BENEFICIARIES	25		
	TOTAL	100%		

Evaluator: _____
Signature over Printed Name