



Republic of the Philippines
Department of Education
REGION VI – Western Visayas
SCHOOLS DIVISION OF SAGAY CITY

DIVISION MEMORANDUM

March 27, 2025

No. 241, s. 2025

**HOSTING OF REGIONAL INTERFACING AND LOCAL LEARNING EXPERIENCE FOR
SCHOOL-BASED FEEDING PROGRAM (SBFP) COORDINATORS ON THE
ESTABLISHMENT OF CENTRAL KITCHEN (CK) AND GULAYAN SA
PAARALAN PROGRAM (GPP) LIGHTHOUSE SCHOOL**

TO: Assistant Schools Division Superintendent
Chief of Education Supervisors – CID & SGOD
Public Schools District Supervisors
All Others Concerned

1. The **Schools Division Office (SDO) of Sagay City**, through the **School Health and Nutrition Unit**, will host a **three-day Regional Interfacing and Local Learning Experience for School-Based Feeding Program (SBFP) Coordinators** on the **Establishment of a Central Kitchen (CK) and the Gulayan sa Paaralan Program (GPP) Lighthouse School**, relative to **Regional Memorandum 114, s. 2025**. This event will take place on **April 1-3, 2025, at Balay Kauswagan, Sagay City**.

2. This activity aims to **assess the training needs** of the **21 Schools Division Offices' Central Kitchen (CK) and Gulayan sa Paaralan (GPP) Focal Persons** and serve as a **platform for performance planning and commitment-setting**. Additionally, it will provide participants with **in-depth discussions, hands-on experiences, and best practices** to enhance the effective implementation of these programs. Through this engagement, coordinators will gain valuable insights and strategies to further strengthen their roles in ensuring the success of the SBFP, CK, and GPP initiatives.

3. In line with this, the following schools are requested to **prepare and accommodate the regional participants** for the **onsite visit scheduled on April 2, 2025** as part of the activity:

- **Sagay City Farm School**
- **LGU-Led Central Kitchen**
- **Old Sagay Elementary School-Feeding Center**
- **Maria Lopez Elementary School – BLT Central Kitchen**
- **Suyac ES**

These schools will serve as **learning sites**, showcasing best practices in the implementation of the Central Kitchen and Gulayan sa Paaralan Program. Participants are expected to gain valuable insights from these model institutions to enhance their respective programs.

4. **School heads** of the identified learning sites are **requested to provide full support and assistance** to the designated feeding and gulayan teachers in preparing for this activity. This includes ensuring that all necessary arrangements, resources, and logistical needs are met to facilitate a smooth and productive onsite visit. Their active involvement will help create a **welcoming and well-organized learning environment** for the regional participants, ensuring the success of the scheduled visits and knowledge-sharing sessions.

5. Furthermore, the **SNHS Ensemble of Sagay National High School** and **Teatro Kabuhi of Sagay City Senior High School** are requested to **be part of the opening program** on **April 1, 2025, at 1:00 PM at Balay Kauswagan**. To ensure a well-prepared and engaging performance, the respective **trainers/advisers** are requested to **coordinate, inform, and organize** their members accordingly. Their participation will contribute to a vibrant and meaningful opening ceremony, setting the tone for the three-day learning experience.



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6. Participation of nationally paid teaching and teaching-related personnel beyond regular school days qualifies for service credits (DO 53, s. 2003), while non-teaching and contractual personnel are entitled to Compensatory Overtime Credit (COC). All personnel must submit Form 48 on time, indicating their time rendered, event participation, school assignment, and designation. They must also comply with documentary requirements stated in Division Memo 132, s. 2025, reiterating Regional Memo 140, s. 2025.
7. Expenses incurred by the **identified schools** for this activity shall be **chargeable to their School MOOE**. Meanwhile, the **management and logistics** of the event shall be funded through the **Downloaded Funds of SBFP (SARO Nos. RO-6-25-00133 and RO-6-25-00132)**, as well as the **Division/School MOOE**, subject to the usual **accounting and auditing rules and regulations**.
8. It is understood that in the conduct of this activity there shall be no discrimination in the provision of such partnership on account of age, school, gender, civil status, disability, religion, or other similar factors, personal circumstances that run counter to the principles of equal opportunity.
9. Immediate dissemination of this memorandum is desired.


DANNIE CLARK M. UGUIL, CESE
OIC-Schools Division Superintendent

 



Enclosure : As stated
Reference : RM No. 114, s.2025
Allotment : N/A
No. of Pages : 2

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

OK sa DepEd GPP SBFP CENTRAL KITCHEN

SGOD-SHNU/GBLANUTAN 03/27/2025



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(Enclusion No. to Division Memo No. 24 s, 2025

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