

Department of Education

Region XI

SCHOOLS DIVISION OF DIGOS CITY

Digos City

OFFICE OF SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM No.336, s.2021

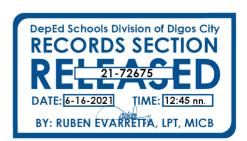
June 10, 2021

CONDUCT OF THE SEARCH FOR THE MOST OUTSTANDING SCHOOL-BASED FEEDING PROGRAM (SBFP) IMPLEMENTERS FOR SY 2020-2021

To: Public Schools District Supervisors Elementary Schools Administrators Health and Nutrition Personnel All Others Concerned.

- 1. Attached is an Unnumbered Memorandum from ALLAN G, FARNAZO, Director IV, DepED Region XI re Conduct of the Search for the Most Outstanding School-Based Feeding Program (SBFP) Implementers for SY 2020-2021.
- To bestow due recognition to the program implementers' tireless efforts and exemplary performance amidst Covi-19 pandemic challenges and previous years of implementing the program, the Department of Education through the BLSSD-SHD shall conduct its 1st Search for the Most Outstanding School-Based Feeding Program (SBFP) Implementers for SY 2020-2021.
- 3. It is further informed that one (1) SBFP implementing school per district is advised to send entries for the said search. Please find attached guidelines and evaluation on the conduct of the search.
- 4. Nominees are allowed to claim communication expenses as per DO No. 38 s. 2020 and meal reimbursement chargeable against Program Support Funds subject to the usual accounting and auditing rules and regulations during the conduct of the virtual evaluation and interviews.
- 5. For information, compliance and widest dissemination.

CRISTY C. EPE
Schools Division Superintendent













Republic of the Philippines

Department of Education

DAVAO REGION

Office of the Regional Director

MEMORANDUM

To

Schools Division Superintendents

Subject:

CONDUCT OF THE SEARCH FOR THE MOST OUTSTANDING

SCHOOL-BASED FEEDING PROGRAM (SBFP)

IMPLEMENTERS FOR SY 2020-2021

Date

May 28, 2021

Herewith is the Memorandum from Department of Education, through Bureau of Learner Support Services- School Health Division (BLSS-SIID) on the Conduct of the Most Outstanding School-Based Feeding Program (SBFP) Implementers for SY 2020-2021.

To bestow due recognition to the program implementers' tireless efforts and exemplary performance amidst COVID-19 pandemic challenges and previous years of implementing the program, the Department of Education through BLSS-SHD shall conduct its 1st Search for the Most Outstanding School-Based Feeding Program (SBFP) implementers for SY 2020-2021.

Hence, all are advised to send their respective entries for the said activity. Please find attached guidelines and evaluation on the conduct of the search,

It is likewise requested that nominees be allowed to claim communication expenses per DO No. 38 s. 2020 and meal reimbursement chargeable against SBFP Program Support Funds subject to the usual accounting and auditing rules and regulations during the conduct of the virtual evaluation and interviews.

Immediate dissemination of this Memorandum is desired.

ALLAN C. FARN

ROE/D4/mbm



Address: F. Torres St., Davao City (8000) Telephone Nos.: (082) 291-1665; (082) 221-6147





Republic of the Philippines

Department of Contation BUREAU OF LEARNER SUPPORT SERVICES

DepEd Complex, Meralco Avenue, Pasig City

MEMORANDUM

FOR

: REGIONAL DIRECTORS

SCHOOLS DIVISION SUPERINTENDENTS

Regions I-XII, Caraga, CAR, & NCR

FROM

LOPE B. SANTOS III

Director IV

SUBJECT:

CONDUCT OF THE SEARCH FOR THE MOST OUTSTANDING

SCHOOL-BASED FEEDING PROGRAM (SBFP) IMPLEMENTERS

FOR SY 2020-2021

DATE

May 19, 2021

The Department of Education (DepEd), through the Bureau of Learner Support Services- School Health Division (BLSS-SHD), is steadfast in its commitment to address undernutrition among public school children. It is generally recognized that learners' nutritional status is directly related to their capacity to learn. Thus, the School-Based Feeding Program (SBFP) has been implemented since 2010 to contribute to learners' readiness to maximize their full educational potential.

The implementation of SBFP manifests not only the advancement of the nutritional status of the main ourished school children but also developed the leadership and management skills of the program coordinators in the Regional, Division and school levels in terms of program implementation, monitoring and evaluation as well as the collaboration and partnership among the stakeholders.

To bestow due recognition to the program implementers' tireless efforts and exemplary performance amidst the COVID-19 pandemic challenges and previous years of implementing the program, the Department of Education through the Bureau of Learner Support Services — School Health Division (BLSS-SHD) shall conduct its 1st SEARCH FOR THE MOST OUTSTANDING SCHOOL-BASED FEEDING PROGRAM (SEFP) IMPLEMENTERS FOR SY 2020-2021.

Hence, all Regional Directors and Schools Division Superintendents are advised to send in their respective entries for the said activity. Please find attached guidelines and evaluation on the conduct of the search.

It is likewise requested that nominees be allowed to claim communication expenses per DO No. 38, s. 2020 and meal reimbursement chargeable against SBFP Program Support Funds subject to the usual accounting and auditing rules and regulations during the conduct of the virtual evaluation and interviews.

For further details, Ms. Magdalene Portia T. Cariaga, OIC-Assistant Chief, and Ms. Ma. Lee. L. Alpuerto, Nurse II of School Health Division, may be contacted at cellphone no. 09176282874 or email at sbfp@deped.gov.ph.

Evaluation Tool for the Search for Outstanding School Implementer of the School-Based Feeding Program (SBFP) 5DO Level/SY 2020-2021

1 Percentage of actual beneficiaries served versus the target beneficiaries	Points	Score
10 points if 100% beneficiaries were served with NFP and milk	10	
8 points if at least 90% beneficiaries were served with NFP and milk		
6 guints if at least 70, 90k have the		
6 points if at least 70-89% beneficiaries were served with NFP and milk		
2 Prompt implementation of the program		
5 points if the program was implemented on schedule.	5	
4 points or below if the program was implemented behind schedule.		
<u> </u>		
Compliance to guidelines 1 point each if complied	5	
Creation of SBFP Core Group	1	
Orientation for Implementers conducted	1.	
Compliance to the minimum health requirements against COVID-19	1	
Food safety standards followed	<u> </u>	
Orderly distribution of food commodities		
		
Presence & Completeness of the following forms:	14	
2 points for every form properly-filled-up and updated		
1 point only if filled-up but not complete and updated		
Cycle Menu		
SBFP Form 1		
SBFP Form 3	- 	
SBFP Form 5	- 	
SBFP Form 6		
58FP Form 7		
SBFP Form 9		
Prompt submission of Liquidation Reports		
10 points if liquidation is on-time and at least 75% of cash advance	10	
8 points if liquidation of at least 75% of cash advance but not on-time		
8 points if on-time liquidation but not 75% of cash advance		
o position on time aquitation but not 75% of cash advance	<u> </u>	
Prompt submission of Program Terminal Report (PTR)	10	
10 points if the PTR was submitted complete and on-time	10	
8 points or less if the PTR was submitted late and incomplete		
Documentation of innovations or good practices developed		
Boot Francisco acadioped	5	
5 points if innovations or good practices developed were recorded and documented		
4 points or less if innovations or good practices were developed but not documented		

Evaluation Tool for the Search for Outstanding School Implementer of the School-Based Feeding Program (SBFP) CO Level/SY 2020-2021

1 P	Prophage of actual bonoficiarios and a	Points	Score
- '	ercentage of actual beneficiaries served versus the target beneficiaries	10	
	10 points if 100% beneficiaries were served		
┿	8 points if at least 90% beneficiaries were served		
\dashv	6 points if at least 70-89% beneficiaries were served	Ţ- ··	
2 2	mont implementation of the		8
- - -	ompt implementation of the program	5	
┿	5 points if the program was implemented on schedule.		
+	4 points or below if the program was implemented behind schedule.		
3 Cc	ompliance to guidelines		4
1	Creation of SBFP Core Group	5	
1-	Orientation for implementers conducted	1	
 	Compliance to the minimum beauty and	1	
┪	Compliance to the minimum health requirements against COVID-19 Food safety standards followed	1	
┪	Orderly distribution of food commodities	1	
┤	City distribution of food commodities	1	
4 Pri	esence & Completeness of the following forms:		
2 0	points for every form properly-filled-up and updated	14	4
11	point only if filled-up but not complete and updated		
- 	Cycle Menu		
\top	SBFP Form 1		
1	SBFP Form 3	<u> </u>	
†	SBFP Form 5	 	
1	SBFP Form 6	 	
_ _	SBFP Form 7	 	
 	SBFP Form 9		
T		 	
5 Pro	ompt submission of Liquidation Reports	 	
	10 points if on-time liquidation of at least 75% of cash advance	10	10
_ ["	8 points if liquidation of at least 75% of cash advance but not on-time	 	
	8 points if on-time liquidation but not 75% of cash advance	 	
6 Pro	mpt submission of Program Terminal Report (PTR)	10	0
1_	10 points if the PTR was submitted complete and on-time	 	8
┫—	8 points or less if the PTR was submitted late and incomplete	 -	
<u> </u>		 	
/ Doc	umentation of innovations or good practices developed	5	10
╽	5 points if innovations or good practices developed were recorded and documented		
	4 points or less if innovations or good practices were developed but not documented		

8 involvement/support of parents & community	5	
5 points if the involvement/support of parents & community are recorded and documented		İ
4 points or less if there is involvement/support of parents & community but not documented		
9 Conduct of advocacy and social/resource mobilization activities	5	5
5 points if advocacy and social/resource mobilization activities were recorded	 	ĺ
and documented		
4 points or less if advocacy and social/resource mobilization activities were conducted	 	
but not documented	 	
	 -	4
10 Coordination with the barangay/partner for the safe distribution of food commodit	6	<u> </u>
6 points if coordinated with & supported by the barangay/partner	<u> </u>	
3 point if coordinated with the barangay/partner but was not supported		
	<u> </u>	6
11 Result of interview with parents	15	· - ·
15 points if all respondents gave positive feedback from the interview		
10 points or less if not all respondents gave positive feedback from the interview		
(Must be supported with pictures and videos from parents and beneficiaries)	-	
	├─ ं	15
12 Impression on the video interview of the SBFP School Feeding Coordinator	10	
10 points if the School Feeding Coordinator provided complete and sincere answers to the		
guide questions	 -	
8 points or less if the School Feeding Coordinator provided incomplete and not so sincere		
answers to the guide questions		10
TOTAL:	100	
SDO Weighted Score (20%):		

NOTABLE REMARKS:

Name, Signature, & Designation of the Members of the Search Committee

APPROVED BY:

Schools Division Superintendent

Sub-Total:		
Total RO Weighted Score- Scores for Items 1-12 + Additional Points (30%):		
Use of Community Participation Procurement	<u>-</u>	
Groups?Dept of Agriculture-Accredited Groups	2	
Beneficiaries Org. (ARBOs)/Community-Based Organtizations (CBOs)/Farmers]	
Collaboration with DOST-FNRI Technology Adoptors/Agrarian Reform	 	
Functional ISNM Lighthouse School	2	
Additional Points for the SDO	_	
SDO Weighted Score (20%):	100	
TOTAL:	100	
answers to the guide questions		
8 points or less if the SDO Focal Person provided incomplete and not so sincere	 	
10 points if the SDO Focal Person provided complete and sincere answers to the guide questions		
	10	
12 Impression on the video interview of the SBFP Focal Person	10	
	 	
10 points or less if not all respondents gave positive feedback from the interview [Must be supported with pictures and videos from parents and beneficiaries)		
15 points if all respondents gave positive feedback from the interview		
11 Result of interview with parents	15	
3 point if coordinated with the barangay/partner but was not supported	 1	
6 points if coordinated with & supported by the barangay/partner		
10 Coordination with the barangay/partner for the safe distribution of food commodities	5	_
	1	
but not documented	 	
Conducted		
4 points or less if advocacy and social/resource mobilization activities were	[-	
documented documented] [
5 points if advocacy and social/resource mobilization activities were recorded and	5	
9 Conduct of advocacy and social/resource mobilization activities		
documented	 	
4 points or less if there is involvement/support of parents & community but not documented	1 1	
		*;
5 points if the involvement/support of parents & community are recorded and documented		
8 Involvement/support of parents & community 5 points if the involvement/support of parents &	5	

lame, Signature, & Designation of the Members of the Search Committee

PPROVEO BY:

egional Director

Evaluation Tool for the Search for Outstanding School Implementer of the School-Based Feeding Program (SBFP) RO Level/SY 2020-2021

10 points if 100% beneficiaries served were served 8 points if at least 90% beneficiaries were served 6 points if at least 90% beneficiaries were served 7 points if at least 90% beneficiaries were served 8 points if at least 70-89% beneficiaries were served 8 points if at least 70-89% beneficiaries were served 9 points if the program was implemented on schedule. 9 points or below if the program was implemented behind schedule. 9 points or below if the program was implemented behind schedule. 9 points or below if the program was implemented behind schedule. 9 points or below if the program was implemented behind schedule. 9 points or below if the program was implemented behind schedule. 9 points or below if the program was implemented behind schedule. 9 points on 5 points or every form program was implemented behind schedule. 9 points on 5 points for every form program was implemented behind schedule. 9 points for every form property-filled-up and updated 1 point only if filled-up but not complete and updated 1 point only if filled-up but not complete and updated 1 point only if filled-up but not complete and updated 1 point only if filled-up but not complete and updated 1 point only if filled-up but not complete and updated 1 point only if filled-up but not complete and updated 1 point only if filled-up but not omplete and updated 1 point only if filled-up but not omplete and updated 1 point only if filled-up but not omplete and updated 1 points if on-time liquidation of at least 75% of cash advance 10 points if on-time liquidation of at least 75% of cash advance 10 points if on-time liquidation but not 75% of cash advance 10 points if on-time liquidation of at least 75% of cash advance 10 points if on-time liquidation of at least 75% of cash advance 10 points if on-time liquidation of at least 75% of cash advance 10 points if on-time liquidation of at least 75% of cash advance 10 points if on-time liquidation of at least 75% of cash advance 10 points if on-time liquidation of at least 75% of cash advance 10 po			
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2 Prompt implementation of the program 5 points if the program was implemented on schedule. 4 points or below if the program was implemented behind schedule. 3 Compliance to guidelines 5 Creation of SBFP Core Group 1 Orientation for Implementers conducted 1 Compliance to the minimum health requirements against COVID-19 1 Food safety standards followed 1 Orderly distribution of food commodities 1 Orderly distribution of food commodities 1 1 4 Presence & Completeness of the following forms: 2 points for every form properly-filled-up and updated 1 point only if filled-up but not complete and updated 1 point only if filled-up but not complete and updated 5 SBFP Form 3 5 SBFP Form 5 5 SBFP Form 6 5 SBFP Form 6 5 SBFP Form 7 5 SBFP Form 9 5 Prompt submission of Liquidation Reports 1 10 points if on-time liquidation of at least 75% of cash advance 8 points if inquidation of at least 75% of cash advance 8 points if on-time liquidation but not 75% of cash advance 6 Prompt submission of Program Terminal Report (PTR) 10 points if the PTR was submitted complete and on-time 8 points or less if the PTR was submitted late and incomplete 5 points if innovations or good practices developed 5 points if innovations or good practices developed 5 points if innovations or good practices developed were recorded and documented	6 noints if at least 70-99% hopeficiaries were served		1
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5 Prompt submision of Liquidation Reports 10 points if on-time liquidation of at least 75% of cash advance 8 points if liquidation of at least 75% of cash advance but not on-time 8 points if on-time liquidation but not 75% of cash advance 6 Prompt submission of Program Terminal Report (PTR) 10 points if the PTR was submitted complete and on-time 8 points or less if the PTR was submitted late and incomplete 7 Documentation of innovations or good practices developed 5 points if innovations or good practices developed were recorded and documented	SBFP Form 7		
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6 Prompt submission of Program Terminal Report (PTR) 10 points if the PTR was submitted complete and on-time 8 points or less if the PTR was submitted late and incomplete 7 Documentation of innovations or good practices developed 5 points if innovations or good practices developed were recorded and documented	8 points if on-time liquidation but not 75% of cash advance	+	
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8 points or less if the PTR was submitted late and incomplete 7 Documentation of innovations or good practices developed 5 10 5 points if innovations or good practices developed were recorded and documented	10 points if the PTR was submitted complete and on-time	10	8
7 Documentation of innovations or good practices developed 5 10 5 points if innovations or good practices developed were recorded and documented	8 points or less if the PFR was submitted late and incomplete	 	
5 points if innovations or good practices developed were recorded and documented	and moniplete		
5 points if innovations or good practices developed were recorded and documented	7 Documentation of innovations or good practices developed	+	10
4 points or less if innovations or good practices were developed but not documented	4 points or less if innovations or good practices were developed but not documented	 	

8	lnv	rolvement/support of parents & community	5	_j	٨
		5 points if the involvement/support of parents & community are recorded and	 		4
<u>.</u> :	_	documented		- 1	
		4 points or less if there is involvement/support of parents & community but not	 -	\dashv	
	L	documented	ł		
	_			7	
9	Col	nduct of advocacy and social/resource mobilization activities	5	╡	4
		5 points if advocacy and social/resource mobilization activities were recorded and			
	-	documented			
		A points or loss if advances and an interest and		7	
	<u>-</u> -	4 points or less if advocacy and social/resource mobilization activities were conducted but not documented		_	
	_	- wat not documented		╣	
10	Coc	ordination with the barangay/partner for the safe distribution of food commodities	 -		_
		6 points if coordinated with & supported by the barangay/partner	- 5	 -	. 5
		3 point if coordinated with the barangay/partner but was not supported	<u>-</u>	-∤	
11	Res	sult of interview with parents	15	\dashv	6
		15 points if all respondents gave positive feedback from the interview		├	
}				1	
		10 points or less if not all respondents gave positive feedback from the interview		1	
{		(Must be supported with pictures and videos from parents and beneficiaries)	'	_	
-12	HT15	pression on the video interview of the SBFP Focal Person	10	\Box	12
		10 points if the SDO Servi Review			
	—	10 points if the SDO Focal Person provided complete and sincere answers to the guide questions		_[
 		8 points or less if the SDO Focal Person provided incomplete and not so sincere		_[
		answers to the guide questions		_	
		TOTAL:	100	$+\!\!-$	8
		SDO Weighted Score (20%):	100	┿	83 1.8
		Additional Points for the SDO		╬-	10
一		Functional ISNM Lighthouse School		_	
\Box		Collaboration with DOST-FNRI Technology Adoptors/Agrarian Reform		╬	2
		Beneficiaries Org. (ARBOs)/Community-Based Organtizations (CBOs)/Farmers			
[İ	Groups?Dept of Agriculture-Accredited Groups		ا ا	
		Use of Community Participation Procurement			
Ī					
		Total RO Weighted Score- Scores for Items 1-12 + Additional Points (30%):			25.5
	– 4	Sub-Total:		 -	
OTA	DI -	REMARKS:	 -	1	43.5
MIA		ENEMARAS:			
			<u></u>		

Name, Signature, & Designation of the Members of the Search Committee

APPROVED BY:

Regional Director

Evaluation Tool for the Search for Outstanding School Implementer of the School-Based Feeding Program (SBFP) CO Level/SY 2020-2021

	Points	Score
1 Percentage of actual beneficiaries served versus the target beneficiaries	10	
10 points if 100% beneficiaries were served		
8 points if at least 90% beneficiaries were served	···	
6 points if at least 70-89% beneficiaries were served		
	<u> </u>	
2 Prompt implementation of the program	5	
5 points if the program was implemented on schedule.		
4 points or below if the program was implemented behind schedule.		
3 Compliance to guidelines		_
Creation of SBFP Core Group	1	
Orientation for Implementers conducted	1	
Compliance to the minimum health requirements against COVID-19	1	
Food safety standards followed	3	
Orderly distribution of food commodities	1	
4 Presence & Completeness of the following forms:	14	
2 points for every form properly-filled-up and updated	14	
1 point only if filled-up but not complete and updated	 -	
Cycle Menu		
SBFP Form 1	<u>-</u>	
SBFP Form 3	-	
SBFP Form 5		
SBFP Form 6	 	Ì
SBFP Form 7		-
SBFP Form 9		
		
5 Prompt submission of Liquidation Reports	10	
10 points if on-time liquidation of at least 75% of cash advance		
8 points if liquidation of at least 75% of cash advance but not on-time		
8 points if on-time liquidation but not 75% of cash advance		
6 Prompt submission of Program Terminal Report (PTR)		_
10 points if the PTR was submitted complete and on-time	10	
· • • • • • • • • • • • • • • • • • • •		
8 points or less if the PTR was submitted late and incomplete	···-	
7 Documentation of Innovations or good practices developed	5	
5 points if innovations or good practices developed were recorded and document	ed	
4 points or less if innovations or good practices were developed but not documen	ted	

	upport of parents & community	5	
	the involvement/support of parents & community are recorded and		
document			
4 points o	less if there is involvement/support of parents & community but not		
document	ed		
	rocacy and social/resource mobilization activities	5	
	advocacy and social/resource mobilization activities were recorded and		
document	ed		
	less if advocacy and social/resource mobilization activities were conducted		
but not	documented		
Coordination	with the harangey/paytour for the cofe distribution of the cofe		
E sointe is	with the barangay/partner for the safe distribution of food commodities	6	
	coordinated with & supported by the barangay/partner		
3 ponta a	oordinated with the barangay/partner but was not supported		
Result of inten	/iew with parents	15	
15 points i	f all respondents gave positive feedback from the interview		
	or less if not all respondents gave positive feedback from the interview		
(Must be s	upported with pictures and videos from parents and beneficiaries)		
2 Impression on	the video interview of the SBFP Focal Person	10	
	f the RO Focal Person provided complete and sincere answers to the	10	
guide que			
	less if the RO Focal Person provided incomplete and not so sincere	·	
	o the guide questions	-	
TOTAL:		100	
SDO Weig	thted Score (20%):		
RO Weigh	rted Score (30%):		
1	ited Score (SO%):		
CO Weigh			

NOTABLE REMARKS:		
	<u>. </u>	

Name, Signature, & Designation of the Members of the Search Committee

OPE B. SANTOS II

DIC, Director IV, BLSS

8 Involvement/support of parents & community	5	4
5 points if the involvement/support of parents & community are recorded and		
documented		
4 points or less if there is involvement/support of parents & community but not		
documented		
9[Conduct of advocacy and social/resource mobilization activities	5	4
5 points if advocacy and social/resource mobilization activities were recorded and		
documented		į
4 points or less if advocacy and social/resource mobilization activities were conducted		
but not documented		
10 Coordination with the barangay/partner for the safe distribution of food commodities	- 6	5
6 points if coordinated with & supported by the barangay/partner		
3 point if coordinated with the barangay/partner but was not supported		
11 Result of interview with parents	15	6
15 points if all respondents gave positive feedback from the interview		
10 points or less if not all respondents gave positive feedback from the interview		
(Must be supported with pictures and videos from parents and beneficiaries)		
12 Impression on the video interview of the SBFP Focal Person	10	12
10 points if the RO Focal Person provided complete and sincere answers to the	·	
guide questions		
8 points or less if the RO Focal Person provided incomplete and not so sincere		
answers to the guide questions		8
TOTAL:	100	83
SDO Weighted Score (20%):		18
RO Weighted Score (30%):		25.5
CO Weighted Score (50%):		41.5
Sub-Total:		85

NOTABLE REMARKS:				
		· · · · · · · · · · · · · · · · · · ·		
	 			

Name, Signature, & Designation of the Members of the Search Committee

LOPE B/SANTOS III OIC, Director IV, BLSS

Guidelines on the Conduct of the Nationwide Search for the Most Outstanding Implementers of the School-Based Feeding Program (SBFP) for SY 2020-2021

I. Rationale

The Department of Education (DepEd), through the Bureau of Learner Support Services-School Health Division (BLSS-SHD), is steadfast in its commitment to address undernutrition among public school children. It is generally recognized that learners' nutritional status is directly related to their capacity to learn. Thus, the School-Based Feeding Program (SBFP) has been implemented since 2010 to contribute to learners' readiness to maximize their full educational potential.

In recent years, the DepEd has been continually assessing and improving its policies, implementation strategies and operational guidelines to better ensure that the SBFP attains its objectives. Program evaluation and review has proved that, through the program, the undernourished learner-beneficiaries have improved on their nutritional status, were observed to have better class participation, exhibited positive health habits, and increased in their school attendance. The SBFP appeared to work best when complemented with other School Health Programs such as deworming, micronutrient supplementation, Gulayan sa Paaralan Program (GPP) and WASH in schools (WinS) Program - programs that are primarily aimed at ensuring that children are ready to learn and thrive in a healthy school environment that allows them to develop health-promoting habits and behaviors for a healthier future generation.

The implementation of SBFP showcased not only the improvement in nutritional status of undernourished children, but at the same time, best practices were seen in the implementing areas, such as collaboration and partnership with various stakeholders. The continuing assessment and review in the implementation of the program enabled the management to draw out operational strategies that maximize the cooperation and support of stakeholders.

In order to continue the gains achieved by the program, this Search for the Most Outstanding Implementers of SBFP for SY 2020-2021 is being proposed to recognize the achievements of field implementers who relentlessly pursued and supported the government's call to provide critical resources needed by the learners especially at the time that the global pandemic immobilized the world.

II. Objectives

The 2021 Search for Most Outstanding Implementers of the SBFP aims to recognize the outstanding schools, Schools Division Offices (SDOs), Regional Offices (ROs) and their respective SBFP Focal Persons for their exemplary implementation of SBFP for SY 2020-2021.

III. Evaluation Process

A. Schools Division Level

- 1. SBFP school implementers shall submit all the supporting documents, including photos and videos, needed/mentioned in the SDO Evaluation Sheet. The schools shall encapsulate their implementation in a 20-30 minute video presentation and be able to show why they should be awarded as the Most Outstanding School Implementer of SBFP and impressions and success stories from parents and learners. Also included is a separate video interview of the School Feeding Coordinator for his/her answer to the attached Guide Questions.
- 2. The SDS shall form a Schools Division Search Committee from among the members of the SBFP Technical Working Group (TWG) with 1-2 representatives from partner agencies or NGOs who shall evaluate the entries from participating schools.
- The screening and evaluation by the Search Committee may be conducted face-to-face but with strict compliance to IATF protocols, or recorded virtual screening may be adopted. Actual school visit is discouraged.
- 4. On the scheduled date of screening, the heads of the school entries and school feeding coordinators should be available to answer queries from the members of the Search Committee.
- 5. The Schools Division Search Committee shall evaluate the schools and shall choose one (1) school to represent the division whose score shall be given a weighted average of 20%.
- 6. The SDS shall nominate the entry school to the Regional Director together with the SDO Level Evaluation Sheet and school documentation of their implementation on or before the set deadline. Also included is a video interview of the SDO Focal Persons (for regular and milk components) for his/her answer to the attached Guide Questions.

B. Regional Level

1. The Regional Director (RD) shall form a Regional Search Committee from among the members of the SBFP Technical Working Group

- (TWG) with 1-3 representatives from partner agencies or NGOs who shall evaluate the SDO entry to the contest.
- The screening and evaluation by the Search Committee may be conducted face-to-face but with strict compliance to IATF protocols, or recorded virtual screening may be adopted. Actual school visit is discouraged.
- 3. On the scheduled date of screening, the heads of the school entries, school feeding coordinators, SGOD Chief, and SDO Focal Persons should be available to answer queries from the members of the Search Committee.
- 4. The Regional Search Committee shall evaluate the schools and shall choose one (1) school to represent the region whose score shall be given a weighted average of 30%.
- 7. The RD shall nominate one (1) Regional school entry to Dr. Lope B. Santos III, OfC, Director IV, Bureau of Learner Support Services, Department of Education, DepEd Complex, Meralco Ave., Pasig City together with the SDO & Regional Level Evaluation Sheets and school documentation of their implementation on or before the set deadline. Also included is a video interview of the RO Focal Person for his/her answer to the attached Guide Questions.

C. National Level

- The screening and evaluation by the Search Committee may be conducted face-to-face but with strict compliance to IATF protocols, or recorded virtual screening may be adopted. Actual school visit is discouraged.
- On the scheduled date of screening, the heads of the school entries, school feeding coordinators, ESSD and SGOD Chiefs, and RO and SDO Focal Persons should be available to answer queries from the members of the Search Committee.
- 3. The National Evaluation Team shall evaluate the regional entries and scores shall be given a weighted average of 50%. The scores given by the SDO, RO, and National Evaluation Team shall be added to come up with a final score.
- 4. The schools with the top three (3) highest scores shall be awarded as the Most Outstanding SBFP School Implementer and two (2) Runnersup while the remaining 13 winners shall be awarded as Regional Winners.
- The Regional and Schools Division Offices where the top three (3) schools came from shall automatically be awarded as the Most Outstanding Regional and Schools Division Implementers of SBFP for SY 2020-2021.

- Similarly, the Feeding Coordinators and RO/SDO Focal Persons of the winning schools, SDOs, and ROs, respectively, shall be awarded as the Most Outstanding School Feeding Coordinators, Most Outstanding SDO Focal Persons, and Most Outstanding RO Focal Persons.
- 7. The winners will be announced through a DepEd Memorandum.
- 8. The decision of the National Evaluation Team shall be final and unappealable.

9. The evaluation summary is as follows:8\|[

	Percentage
Phases	School Category
Schools Division Level	20%
Regional Level	30%
National Level	50%
Total	100%

IV. Time Frame

Phases	Persons Responsible	Date
Schools Division selection and submission of the SDO entry	SDO Search Committee	Deadline of submission of entries to SDOs: July 16, 2021
Regional selection and submission of the Regional entry	RO Search Committee	Deadline of submission of entrics to ROs: August 13, 2021
 Final Evaluation by the National Evaluation Team 	National Evaluation Committee	Deadline of submission of entrics to CO: September 17, 2021

V. Awards and Prizes

Awards	Prizes
Grand Winner for the Most Outstanding Implementer of SBFP School Category RO Category RO Category 1st Runner-up for the Most Outstanding Implementer of SBFP School Category	 P100,000 cash prize plus trophy and certificates P40,000 cash prize plus trophy and certificates P30,000 cash prize plus trophy and certificates School Feeding Coordinators, SDO & RO SBFP Focal Persons shall receive Plaques, and Certificates of Recognition P75,000 cash prize plus trophy
SDO Category RO Category	 and certificates P35,000 cash prize plus trophy and certificates P25,000 cash prize plus trophy and certificates School Feeding Coordinators, SDO & RO SBFP Focal Persons shall receive Plaques, and Certificates of Recognition
2nd Runner-up for the Most Outstanding Implementer of SBFP School Category SDO Category RO Category	 P50,000 cash prize plus trophy and certificates P30,000 cash prize plus trophy and certificates

	 P20,000 cash prize plus trophy and certificates School Feeding Coordinators, SDO & RO SBFP Focal Persons shall receive Plaques, and Certificates of Recognition
Regional Winners for the Most	
Outstanding Implementer of SBFP	
 School Category SDO Category RO Category 	 P30,000 cash prize plus plaque and certificates P20,000 cash prize plus plaque and certificates P10,000 cash prize plus plaque and certificates School Feeding Coordinators, SDO & RO SBFP Focal Persons shall receive Plaques, and Certificates of Recognition

VI. Evaluation Sheet and Guide Questions

(Please see attached)

Guide Questions for Video Interview for the Most Outstanding Implementers of SBFP for 2020-2021

(15-20 min video presentation for School Feeding Coordinators, SDO & RO Focal Persons)

- State personal details (name, age, years of service in DepEd and years of service as SBFP Coordinators.
- 2. When SBFP was assigned to you what was your initial reaction and why?
- What are the challenges that you encounter in your first year of managing SBFP and what makes you decide to continue in handling the program.
- 4. For SY 2020-21 and 2021-22, what are the steps you initiated to implement the program in terms of the following KRAs:
 - Identifying the beneficiaries
 - · Managing the funds for NFP and Milk
 - Procurement of NFP and Milk (including activities in the preparation and signing of MOA & PO, and transfer of funds to NDA & PCC or payment to suppliers)
 - Orientation of implementers
 - Distribution of commodities
 - · Monitoring of implementation in schools
 - Gathering reports from schools
 - · Liquidation of funds
 - · Submission of reports
- 5. How did you maintain a good relationship with your SBFP partners and stakeholders?
- 6. For SBFP 2020-2021, what do you think was your best contribution in the enrichment of the program implementation?
- 7. As a SBFP focal are you confident with the effectivity and efficiency of the Program. Why?
- 8. What are the best practices that you can share to your fellow SBFP focal persons when it comes to the program implementation and management.
- 9. What ideas can you contribute to have a successful monitoring and evaluation for the SBFP Program?
- 10. Facing the realities of the pandemic, what are the lessons learned you can share in the realization of this program despite the challenges.
- 11. Given a chance to handle another OKD program/s should you still choose to be in the SBFP? Why and why not?

Evaluation Tool for the Search for Outstanding School Implementer of the School-Based Feeding Program (SBFP) RO Level/SY 2020-2021

4 (13-		Points	Score
TIPE	ercentage of actual beneficiaries served versus the target beneficiaries	10	
	10 points if 100% beneficiaries were served	1	
+	8 points if at least 90% beneficiaries were served		
╌┼╌	6 points if at least 70-89% beneficiaries were served		
2 Pr	onipt implementation of the program	5	<u></u>
T	5 points if the program was implemented on schedule.	├ ┈³─┤	
I	4 points or below if the program was implemented behind schedule.		
3 00	mpliance to guidelines		
<u> </u>	Creation of SBFP Core Group	5	
+	Orientation for Implementers conducted	1	
┰	Compliance to the minimum hards are	1	
┼-	Compliance to the minimum health requirements against COVID-19 Food safety standards followed	1	
十	Orderly distribution of food commodities	1	
1	Crostly distribution of rood commodities	1	
4 Pre	esence & Completeness of the following forms:	14	
2 p	points for every form properly-filled-up and updated		
1,0	point only if filled-up but not complete and updated		
1_	Cycle Menu		
	SBFP Form 1	<u> </u>	
L	SBFP Form 3		
	SBFP Form 5		
上	SBFP Form 6	·	
	SBFP Form 7	· ·	
╀-	SBFP Form 9		
Pro	empt submision of Liquidation Reports	10	
Γ	10 points if on-time liquidation of at least 75% of cash advance	10	
1	8 points if liquidation of at least 75% of cash advance but not on-time		
Γ	8 points if on-time liquidation but not 75% of cash advance		
Pro	empt submission of Program Terminal Report (PTR)	10	
 	10 points if the PTR was submitted complete and on-time	10	
	8 points or less if the PTR was submitted late and incomplete		
Do	cumentation of innovations or good practices developed		
1	Sond business de Rond business deserobed	5	
<u> </u>	5 points if innovations or good practices developed were recorded and documented		
	4 points or less if innovations or good practices were developed but not documented		

		40
8 involvement/support of parents & community	5	<u>ર્યેન્</u> ંજે
5 points if the involvement/support of parents & community are recorded and		
documented		
4 points or less if there is involvement/support of parents & community but not		
documented		
		
9 Conduct of advocacy and social/resource mobilization activities	5	
5 points if advocacy and social/resource mobilization activities were recorded and	 [
documented	}	
A spints on loss if advantaged a significant		
4 points or less if advocacy and social/resource mobilization activities were conducted		
but not documented		
10 Coordination with the barangay/partner for the safe distribution of food commodities	- 6	<u> </u>
6 points if coordinated with & supported by the barangay/partner	_ <u>-</u> -	
3 point if coordinated with the barangay/partner but was not supported		1
11 Result of interview with parents		
	15	
15 points if all respondents gave positive feedback from the interview		
10 points or less if not all respondents gave positive feedback from the interview		
(Must be supported with pictures and videos from parents and beneficiaries)		
12 Impression on the video interview of the SBFP School Feeding Coordinator	10	
10 points if the School Feeding Coordinator provided complete and sincere answers to		}
the	Ì	
guide questions		- 1
8 points or less if the School Feeding Coordinator provided incomplete and not so		į
sincere		
answers to the guide questions		
TOTAL:	100	0
SDO Weighted Score (20%):		
	<u> </u>	0

IOTABLE REMARKS:	
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lame, Signature, & Designation of the Members of the Search Committee

PPROVED BY:

thools Division Superintendent

Evaluation Tool for the Search for Outstanding School Implementer of the School-Based Feeding Program (SBFP) SDO Level/SY 2020-2021

alptttttt	Points	Score
1 Percentage of actual beneficiaries served versus the target beneficiaries	10	
10 points if 100% beneficiaries were served with NFP and milk		
8 points if at least 90% beneficiaries were served with NFP and milk		
6 points if at least 70-89% beneficiaries were served with NFP and milk		
2 Prompt implementation of the program	<u> </u>	8
5 points if the program was implemented on schedule.	5	
4 points or below if the program was implemented behind schedule.		
4 points of below if the program was suppersented bening screedule.	 	5
3 Compliance to guidelines	5	
1 point each if complied	1	
Creation of SBFP Core Group	1	
Orientation for implementers conducted	 	
Compliance to the minimum health requirements against COVID-19	 	
Food safety standards followed	1	
Orderly distribution of food commodities	 	
	 	4
4 Presence & Completeness of the following forms:	14	
2 points for every form properly-filled-up and updated		
1 point only if filled-up but not complete and updated		
Cycle Menu	2	
SBFP Form 1	2	
SBFP Form 3	2	
SBFP Form 5	1	
SBFP Form 6	1	
SBFP Form 7	1	
SBFP Form 9	1	
		10
5 Prompt submission of Liquidation Reports	10	
30 points if liquidation is on-time and at least 75% of cash advance	"	
8 points if liquidation of at least 75% of cash advance but not on-time		
8 points if on-time liquidation but not 75% of cash advance		
		8
6 Prompt submission of Program Terminal Report (PTR)	10	
10 points if the PTR was submitted complete and on-time		
8 points or less if the PTR was submitted late and incomplete		
7 Documentation of innovations or good practices developed	5	10
5 points if innovations or good practices developed were recorded and	 	
documented		
4 points or less if innovations or good practices were developed but not	· · · · · · · · · · · · · · · · · · ·	
documented	1	
	1	5