



# DepEd – DIVISION OF QUEZON

Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Cell # 09175824627 or at [www.depedquezon.com.ph](http://www.depedquezon.com.ph)  
"Creating Possibilities, Inspiring Innovations"



Registration Number:  
**QAC/R63/0216**

December 18, 2018

## DIVISION MEMORANDUM

DM No. 34, s. 2018

### SUBMISSION OF ENDLINE NUTRITIONAL STATUS DATA OF LEARNERS AND VARIOUS FORMS OF THE SCHOOL-BASED FEEDING PROGRAM

To: Assistant Schools Division Superintendents, Division Chiefs, Public Schools District Supervisors, Elementary, Secondary and Senior High School Heads, School Health Personnel and All Others Concerned

1. In relation to the implementation of the School-Based Feeding Program ( SBFP) for FY 2018, all Districts are hereby directed to submit the following on or before January 15, 2019 ( please see attached for reference):
  - a. District Consolidated ENDLINE Nutritional Status Report ( Elementary and Secondary/SHS)
  - b. SBFP Form 5 ( Program Terminal Report )
  - c. SBFP Form 6 A ( School- Based Feeding Consolidated Program Terminal Report- Program Accomplishment( per District )
  - d. SBFP Form 6 C ( School-Based Feeding Consolidated Program Terminal Report- Nutritional Status Report) per school
  - e. SBFP Form 6 F ( School -Based Feeding Consolidated Program Terminal Report- Procurement Process
  - f. SBFP Form 6 E ( School -Based Feeding Consolidated Program Terminal Report - Attendance Report
  - g. SBFP Form 6 G ( School -Based Feeding Consolidated Program Terminal Report - Personnel Involved
  - h. SBFP Form 9 ( School -Based Feeding Program Progress and Monitoring )
2. Kindly email the accomplished **SBFP Forms** to [sdo.quezon.sbfpg@gmail.com](mailto:sdo.quezon.sbfpg@gmail.com) while the accomplished **Consolidated Endline Nutritional Status Report** by school per district-

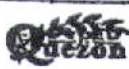
DEPEDQUEZON-TM-SDS-04-009-001

Email address: [quezon@deped.gov.ph](mailto:quezon@deped.gov.ph)

Comments: Txt HELEN – 09178902327 (Smart/Sun/TalknTxt) 2327 (Globe and TM)

Cell No: 09175824629

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 DEPED - QUEZON ICT UNIT	
<b>UPLOADED</b>	
Date/Time: <u>12-19-18</u>	
By: <u>GM</u>	
Ref. no. _____	



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elementary and secondary shall be submitted in **Compact Disc(CD)** at the Records Section to SGOD-School Health Section thru DTS .

3. The Revised Forms of Nutritional Status Report and template for labeling of Compact Disc (CD) can be accessed to and downloaded in the link : [tinyurl.com/quezonisotemplate](http://tinyurl.com/quezonisotemplate) , while the SBFP Forms were sent to district nurses .
4. Immediate dissemination of and strict compliance with this Memorandum is desired.

**MERTHEL M. EVARDOME, CESO VI**  
Schools Division Superintendent

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QAC-063/0216

## NUTRITIONAL STATUS REPORT

Please put a ( / ) inside the box.

Baseline		Elementary:		
Endline		Secondary:		

**Forms inside the CD:**


1. CONSOLIDATED DISTRICT NS REPORT ( ELEM )	
2. NS REPORT OF ELEM SCHOOLS PER DISTRICT	
3. CONSOLIDATED DISTRICT NS REPORT ( SEC )	
4. NS REPORT OF SEC.SCHOOLS PER DISTRICT	

District: \_\_\_\_\_  
 School: \_\_\_\_\_  
 Date Submitted: \_\_\_\_\_  
 Submitted by: \_\_\_\_\_


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District: \_\_\_\_\_  
 School: \_\_\_\_\_  
 Date Submitted: \_\_\_\_\_  
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District: \_\_\_\_\_  
 School: \_\_\_\_\_  
 Date Submitted: \_\_\_\_\_  
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District: \_\_\_\_\_  
 School: \_\_\_\_\_  
 Date Submitted: \_\_\_\_\_  
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Department of Education  
Bureau of Learner Support Services  
SCHOOL HEALTH DIVISION

**NUTRITIONAL STATUS REPORT OF \_\_\_\_\_ DISTRICT**

Baseline (June) or Endline (March) SY \_\_\_\_\_

Grade Levels	Enrolment	Pupils Weighed		BODY MASS INDEX (BMI)												HEIGHT-FOR-AGE (HFA)								Pupils Taken Height									
				Severely Wasted				Wasted		Normal		Overweight		Obese		Severely Stunted		Stunted		Normal		Tall											
				No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%										
Kinder	M																																
	F																																
	Total																																
Grade 1	M																																
	F																																
	Total																																
Grade 2	M																																
	F																																
	Total																																
Grade 3	M																																
	F																																
	Total																																
Grade 4	M																																
	F																																
	Total																																
Grade 5	M																																
	F																																
	Total																																
Grade 6	M																																
	F																																
	Total																																
SPED	M																																
	F																																
	Total																																
GRAND TOTAL:	M																																
	F																																
	Total																																

Note: The indicator used for below 6 years old is weight-for-age.





Department of Education  
Bureau of Learner Support Services  
SCHOOL HEALTH DIVISION

**NUTRITIONAL STATUS REPORT OF** \_\_\_\_\_ **ELEM. SCHOOL** \_\_\_\_\_ **DISTRICT** \_\_\_\_\_

*Baseline (June) or Endline (March) SY* \_\_\_\_\_

Grade Levels	Enrolment	Pupils Weighed		BODY MASS INDEX (BMI)										HEIGHT-FOR-AGE (HFA)						Pupils Taken Height			
				Severely Wasted		Wasted		Normal		Overweight		Obese		Severely Stunted		Stunted		Normal				Tall	
				No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%			No.	%
Kinder	M																						
	F																						
	Total																						
Grade 1	M																						
	F																						
	Total																						
Grade 2	M																						
	F																						
	Total																						
Grade 3	M																						
	F																						
	Total																						
Grade 4	M																						
	F																						
	Total																						
Grade 5	M																						
	F																						
	Total																						
Grade 6	M																						
	F																						
	Total																						
SPED	M																						
	F																						
	Total																						
GRAND TOTAL:	M																						
	F																						
	Total																						

Note: The indicator used for below 6 years old is weight-for-age.



Department of Education  
Bureau of Learner Support Services  
SCHOOL HEALTH DIVISION

**NUTRITIONAL STATUS REPORT OF \_\_\_\_\_ DISTRICT**

Baseline (June) or Endline (March) SY \_\_\_\_\_

Grade Levels	Enrolment	Pupils Weighed		BODY MASS INDEX (BMI)										HEIGHT-FOR-AGE (HFA)						Pupils Taken Height			
				Severely Wasted		Wasted		Normal		Overweight		Obese		Severely Stunted		Stunted		Normal				Tall	
		No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%		
Grade 7	M																						
	F																						
	Total																						
Grade 8	M																						
	F																						
	Total																						
Grade 9	M																						
	F																						
	Total																						
Grade 10	M																						
	F																						
	Total																						
Grade 11	M																						
	F																						
	Total																						
Grade 12	M																						
	F																						
	Total																						
GRAND TOTAL:	M																						
	F																						
	Total																						

Note: The indicator used for below 6 years old is weight-for-age.





Department of Education  
Bureau of Learner Support Services  
SCHOOL HEALTH DIVISION

# NATIONAL HIGH SCHOOL

## NUTRITIONAL STATUS REPORT OF

Baseline (June) or Endline (March) SY

Grade Levels	Enrolment	Pupils Weighed		BODY MASS INDEX (BMI)										HEIGHT-FOR-AGE (HFA)								Pupils Taken Height	
				Severely Wasted		Wasted		Normal		Overweight		Obese		Severely Stunted		Stunted		Normal		Tall			
		No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%		
Grade 7	M																						
	F																						
	Total																						
Grade 8	M																						
	F																						
	Total																						
Grade 9	M																						
	F																						
	Total																						
Grade 10	M																						
	F																						
	Total																						
Grade 11	M																						
	F																						
	Total																						
Grade 12	M																						
	F																						
	Total																						
GRAND TOTAL:	M																						
	F																						
	Total																						

Note: The indicator used for below 6 years old is weight-for-age.

## SCHOOL-BASED FEEDING PROGRAM (SBFP)

SY \_\_\_\_\_

## PROGRAM TERMINAL REPORT (PTR)

Region : \_\_\_\_\_  
 Division: \_\_\_\_\_  
 District: \_\_\_\_\_  
 School: \_\_\_\_\_  
 School ID: \_\_\_\_\_  
 School enrolment: \_\_\_\_\_

**A. Program Accomplishment**

Status of Implementation: \_\_\_\_\_ Date started: \_\_\_\_\_

Completed: \_\_\_\_\_ (Indicate number of days completed)

Discontinued: \_\_\_\_\_

For continuation: \_\_\_\_\_

Grade Level	Number of Beneficiaries		Number of Beneficiaries Dewormed		No. of Beneficiaries who are IPs		No. of Beneficiaries who are also 4Ps beneficiaries		No. of Pupils who are previous beneficiaries of SBFP	
	Target	Actual	No.	%			No.	%	No.	%
Kindergarten										
Grade 1										
Grade 2										
Grade 3										
Grade 4										
Grade 5										
Grade 6										
Sped										
<b>TOTAL:</b>										

**Financial Status**

Amount Allocated		Amount Received from SDO		Amount Disbursed				Amount Liquidated		

**B. Nutritional Status**

Nutritional Status	Before Feeding	After Feeding				
		SW/SU	W/U	N	OW	O
Severely Wasted/ Underweight ( SW/SU )						
Wasted/ Underweight ( W/U )						
Normal ( N )						
Overweight ( OW )						
Obese ( O )						
Total :						



C. Percentage of Attendance

	Month 0	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Average of Months 1-7
% Attendance of Beneficiaries									

D. Monitoring Findings/ Issues Encountered and Action Taken:

E. Procurement Process: (Bidding/Small Value Procurement/Shopping/Negotiated/Philgeps)

F. Good Practices or Lessons Learned:

G. Personnel Involved:

H. Partners and other Stakeholders:

I. Pictorials:

( Pls include complementary activities ) and place captions

# SCHOOL-BASED FEEDING CONSOLIDATED PROGRAM TERMINAL REPORT-PROGRAM ACCOMPLISHMENT

SY - \_\_\_\_\_

Region: \_\_\_\_\_  
 Division: \_\_\_\_\_  
 District: \_\_\_\_\_

[illegible]



SY - \_\_\_\_\_

Region: \_\_\_\_\_  
Division: \_\_\_\_\_  
District: \_\_\_\_\_

[illegible]





SY -

District:

[illegible]

Feeding Coordinator

SY-

Region: \_\_\_\_\_  
 Division: \_\_\_\_\_  
 District: \_\_\_\_\_

[illegible]



**School-Based Feeding Program**  
**QUESTIONNAIRE FOR THE PROGRESS MONITORING AND EVALUATION**  
 (Division Level)  
 SY \_\_\_\_\_

School: \_\_\_\_\_ District: \_\_\_\_\_

**1. Preparation of Data for the Program**

\*\* List of Beneficiaries (SBFP Forms 1,2,3)

\*\* Nutritional Assessment

	Baseline	Midline	Endline
SW	_____	_____	_____
W	_____	_____	_____
N	_____	_____	_____
OW	_____	_____	_____
OW	_____	_____	_____
TOTAL	_____	_____	_____

\*\* School Work and Financial Plan \_\_\_\_\_

\*\* Cycle Menu \_\_\_\_\_

\*\* Project Procurement Mangement Plan \_\_\_\_\_

**2. Release of funds from SDO to School**

\*\* Amount released in School

\*\* 1st tranche \_\_\_\_\_

\*\* 2nd tranche \_\_\_\_\_

\*\* Date Received \_\_\_\_\_

\*\* No funds Allocated \_\_\_\_\_

**3. Orientation of SBFP**

\*\* With orientation \_\_\_\_\_

\*\* no orientation \_\_\_\_\_

**4. Partnership with various stakeholders in the school**

\*\* NGO \_\_\_\_\_

\*\* GO \_\_\_\_\_

\*\* LGU \_\_\_\_\_

\*\* Foundation \_\_\_\_\_

**5. Program Management**

\*\* Date started \_\_\_\_\_

\*\* Expected no. of days of completion \_\_\_\_\_

\*\* Procurement method followed \_\_\_\_\_

\*\* Nutrition Education during feeding \_\_\_\_\_

\*\* Weighing scale used in school \_\_\_\_\_

\*\* Compliance to cycle menu \_\_\_\_\_

\*\* Attendance of beneficiaries \_\_\_\_\_

\*\* Parents involvement \_\_\_\_\_

**6. Development of Health and Nutrition Values**

- \*\* Proper handwashing
- \*\* Prayer before and after meal
- \*\* Good grooming and personal hygiene

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**7. Complementary Activities**

- \*\* No. of beneficiaries dewormed
- \*\* With functional School Garden
- \*\* Waste segregation and composting
- \*\* Adherence to Food Safety

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**8. Submission of SBFP Forms**

- \*\* with report
- \*\* without report

**9. Submission of Liquidation Report**

- \*\* with liquidation
- \*\* without liquidation

**10. Issues and concerns**

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**11. Best Practices**

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Submitted by:

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## QUESTIONNAIRE FOR THE PROGRESS MONITORING AND EVALUATION

SY \_\_\_\_\_

District : \_\_\_\_\_

Date: \_\_\_\_\_

School: \_\_\_\_\_

### I. INTERVIEW/FOCUS GROUP DISCUSSION WITH SBFP FOCAL PERSONS

1. What are the preparatory activities done by the School with regards to the implementation of SBFP for SY \_\_\_\_\_?

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2. Was there a Technical Working Group/ SBFP Core Group formed in the School? Who created it? Who are the persons involved? What is the role of each member of the TWG/ SBFP Core group? Was the expected role accomplished by the members? If not, cite the reasons and instances.

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3. As School Feeding Coordinator, do you have the support of the District Office /School?

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4. What are the strengths and weaknesses of the program?

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5. What are the opportunities and threats?

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6. What are the best practices of the SDO in SBFP implementation?

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7. What are the issues and concerns you have encountered? How did the SDO resolve it?

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8. Do you think you will have a successful implementation of SBFP this year? Why?

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9. What are the suggestions for program improvement?

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10. Have you created a Municipal /City level local alliance?

No. of preparatory meeting conducted \_\_\_\_\_

Actual meeting conducted with partners \_\_\_\_\_

11. Who are your active partners/ stakeholders in the school?

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12. How many SWs ( Severely wasted) were not covered by the program?

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13. How many Ws ( Wasted) were not covered?

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Interviewed by:

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