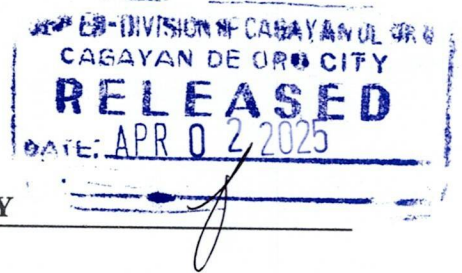




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



31 March 2025

DIVISION MEMORANDUM
No. 300 s.2025

SUBMISSION OF SCHOOL-BASED FEEDING PROGRAM INSPECTION AND
ACCEPTANCE REPORT (IAR) AND DELIVERY RECEIPT (DR) OF ALL
NUTRITIOUS FOOD PRODUCTS FROM WEEK 25 TO 29 DELIVERIES

TO: Baldomero Mark B. Meso III – Medical Officer III
Division SBFP Focal Persons/TWG
SBFP Administrative Support II
Division Supply Unit
All Elementary School Heads
All Elementary School-Based Feeding Coordinators
Admin Officers II/School Inspectorate Officer
This Division

1. This is to inform the field of the submission of Inspection and Acceptance Report (IAR) and Delivery Receipt (DR) for all Nutritious Food Products (NFP) from **Week 25 to 29 deliveries** of the School-Based Feeding Program.

2. All school IARs and DRs will be collected and consolidated by the SBFP Focal Persons and SBFP Administrative Support II at the designated time and venue as follows:

District	Date	Venue
Central, East I & II	April 7, 2025 (Monday) 8:00 AM to 5:00 PM	Division Office (Medical & Dental Health Section)
West I & II	April 8, 2025 (Tuesday) 8:00 AM – 5:00 PM	
North I & II, South	April 10, 2025 (Thursday) 8:00 AM – 5:00 PM	
Southwest I & II	April 11, 2025 (Friday) 8:00 AM – 5:00 PM	

3. Kindly submit 4 copies of all original IAR and DR per supplier and place them in **1 brown envelope only**.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@depd.gov.ph
Website: <https://depdcdo.net/>

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4. For information and strict compliance.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated

Reference: None

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

HEALTH EDUCATION

SCHOOL-BASED FEEDING PROGRAM

DM-026-SGOD-SHN-JAA / DIVISION MEMORANDUM SUBMISSION OF IAR & DR FOR WEEK 25-29
March 31, 2025



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