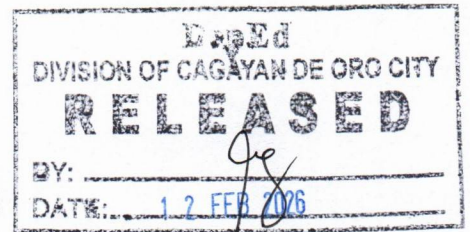




Republic of the Philippines  
**Department of Education**  
REGION X  
DIVISION OF CAGAYAN DE ORO CITY



**Office of the Schools Division Superintendent**

**11 Feb 2026**

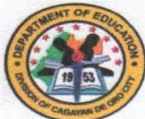
**DIVISION MEMORANDUM**

No. 155 s. 2026

**CONDUCT OF PROGRAM IMPLEMENTATION REVIEW (PIR) ON THE CENTRAL  
KITCHEN OPERATIONS OF THE SCHOOL-BASED FEEDING PROGRAM  
SY 2025-2026**

TO: Assistant School Division Superintendent  
Chief and Assistant Chief, SGOD  
Medical Officer  
Office of the Schools Division Superintendent (OSDS) Personnel  
School Governance and Operations Division (SGOD) Personnel  
Division School-Based Feeding Coordinators  
Division Supply Officer  
Elementary School Heads & Administrative Staff, East & West City Central School  
Elementary School-Based Feeding Coordinators, East & West City Central School  
School Health Personnel, East & West City Central School  
SBFP Administrative Support II & Technical Assistant I Staff  
All Others Concern  
This Division

1. In line with the commitment to ensure the efficient and effective delivery of the School-Based Feeding Program (SBFP), this Office announces the conduct of Program Implementation Review on the Central Kitchen Operations on February 23-24, 2026 at Don Arc White Beach Resort, Initao, Misamis Oriental.
2. The activity aims to:
  - a. evaluate the overall performance and operational efficiency of the Central Kitchens;
  - b. review compliance with food safety and program guidelines;
  - c. document best practices and innovations;
  - d. identify gaps, issues and areas for improvement;
  - e. develop action plans to enhance program implementation.
3. Enclosed is the list of participants.
4. Expenses relative to the conduct of this activity shall be charged against SBFP Funds subject to the usual accounting and auditing rules and regulations.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City  
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| Doc. Ref. Code |  | Rev  |        |
| Effectivity    |  | Page | 1 of 4 |



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

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5. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment shall be accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
6. For information, guidance and compliance.

**ROY ANGELO E. GAZO**  
Schools Division Superintendent

Encl.: N o n e

Reference: N o n e

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

HEALTH EDUCATION

SCHOOL-BASED FEEDING PROGRAM

DM-125-SGOD-SHN-JAA / conduct of program implementation review on the central kitchen operations of the school-based feeding program sy 2025-2026  
February 11, 2026



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|----------------|--|------|--------|
| Doc. Ref. Code |  | Rev  |        |
| Effectivity    |  | Page | 2 of 4 |



Republic of the Philippines  
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**List of Participants**

|                                 |                                               |
|---------------------------------|-----------------------------------------------|
| 1. Roy Angelo E. Gazo           | - Schools Division Superintendent             |
| 2. Audie S. Borres              | - Assistant Schools Division Superintendent   |
| 3. Rosalio R. Vitorillo         | - Chief, SGOD                                 |
| 4. Romeo B. Aclo                | - Assistant Chief, SGOD                       |
| 5. Hannah Leizl K. Ratunil      | - SBFP Regional Focal Person                  |
| 6. Aldrico Maños                | - Jollibee Group Foundation                   |
| 7. Cherie Mae Escalona          | - Jollibee Group Foundation                   |
| 8. Alicia E. Anghay             | - LGU Cagayan de Oro – LSB Executive Director |
| 9. James Patrick R. Santos      | - LGU Cagayan de Oro                          |
| 10. Zenia Lago                  | - LGU Cagayan de Oro                          |
| 11. Jerry P. Taruc              | - Division BAC Secretariat Chairman           |
| 12. Ignacio A. Gabule           | - Administrative Officer III                  |
| 13. Noelfred B. Balarote        | - Administrative Aide VI                      |
| 14. Derrold S. Aves             | - SEPS/Division Inspectorate                  |
| 15. Arnel A. Calubag            | - Accountant III                              |
| 16. Edwin Carl Caneos           | - ADAS II                                     |
| 17. Baldomero Mark B. Meso III  | - Medical Officer III                         |
| 18. Sharon T. Polancos          | - Division SBFP Focal                         |
| 19. Joan A. Arsua               | - Division SBFP Focal                         |
| 20. Kito-Kristian N. Francisco  | - Division SBFP Focal                         |
| 21. Doreen O. Dechosa           | - Division SBFP Focal                         |
| 22. Er Shemaiah T. Dangazo      | - Division SBFP Focal                         |
| 23. Farrah Ferein M. Tajale     | - SBFP Administrative Support II              |
| 24. Amor Tiffany D. Villalobos  | - SBFP Administrative Support II              |
| 25. Michael B. Sarilla          | - Driver                                      |
| <b>West City Central School</b> |                                               |
| 26. Edgardo O. Yañez            | - Principal                                   |
| 27. Deoneta S. Bahian           | - Asst. School Principal                      |
| 28. Eve P. Demata               | - SBFP Coordinator                            |
| 29. Nichol V. Salido            | - Nurse II                                    |
| 30. Edselyn L. Salido           | - Nurse II                                    |
| 31. Teofila G. Ambe             | - Central Kitchen Staff                       |
| 32. Florevic A. Abraham         | - Central Kitchen Staff                       |



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|                                 |                         |
|---------------------------------|-------------------------|
| 33. Beatriz C. Ampo             | - Central Kitchen Staff |
| 34. Joan T. Caamino             | - Central Kitchen Staff |
| 35. Shiela F. Canillo           | - Central Kitchen Staff |
| 36. Nedheart Bill P. Demata     | - Central Kitchen Staff |
| 37. Joan L. Dinero              | - Central Kitchen Staff |
| 38. Gracelda A. Labrado         | - Central Kitchen Staff |
| 39. Suceth E. Lacay             | - Central Kitchen Staff |
| 40. Dorotea E. Sedon            | - Central Kitchen Staff |
| 41. Carl Austin G. Hernandez    | - Technical Assistant I |
| 42. Cleo M. Lahoy-Lahoy         | - ADAS II               |
| 43. Mary Jane C. Borja          | - AO II                 |
| 44. Charlotte Jean S. Abejay    | - ADAS III              |
| <b>East City Central School</b> |                         |
| 45. Ma Del T. Magallano         | - Principal             |
| 46. Peejay C. Cagara            | - Asst. Principal       |
| 47. Arlene S. Eman              | - SBFP Coordinator      |
| 48. Lina G. Ludeña              | - Nurse II              |
| 49. Jenelyn N. Sogoc            | - Central Kitchen Staff |
| 50. Meme V. Bernaldez           | - Central Kitchen Staff |
| 51. Gemma C. Llacuna            | - Central Kitchen Staff |
| 52. Loribeth O. Barle           | - Central Kitchen Staff |
| 53. Rowena T. Sale              | - Central Kitchen Staff |
| 54. Anafe S. Yabut              | - Central Kitchen Staff |
| 55. Jocelyn S. Anches           | - Central Kitchen Staff |
| 56. Zorayda K. Macarambon       | - Central Kitchen Staff |
| 57. Kathlyn Kate Quimsing       | - Central Kitchen Staff |
| 58. Crystal Lyn C. Laguardia    | - Technical Assistant I |
| 59. Ernestina Abragan           | - BAC Secretariat       |
| 60. Lalleth Cabañeros           | - ADAS                  |



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**PROGRAM IMPLEMENTATION REVIEW (PIR) ON CENTRAL KITCHEN OPERATIONS  
OF THE SCHOOL-BASED FEEDING PROGRAM (SBFP) SY 2025-2026**

**Venue:** Don Arc Beach Resort, Initao, Misamis Oriental

**Date:** February 23-24, 2026

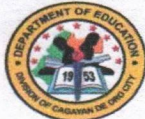
**RATIONALE**

The Central Kitchen supports the effective implementation of the School-Based Feeding Program by ensuring the preparation and delivery of safe, nutritious and quality meals to beneficiaries. Conducting the program implementation review provides an opportunity to evaluate accomplishments, address challenges, identify best practices and develops strategies for continuous improvement.

**OBJECTIVES**

1. To evaluate the overall performance and operational efficiency of the Central Kitchens.
2. To review compliance with food safety and program guidelines.
3. To document best practices and innovations.
4. To identify gaps, issues and areas for improvement.
5. To develop action plans to enhance program implementation.
6. To strengthen collaboration and teamwork among implementers.

| TIME                                                 | ACTIVITIES                                              | PERSON INVOLVED                                         |
|------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------|
| <b>Day 1 Program Performance &amp; Issues Review</b> |                                                         |                                                         |
| 8:00 AM – 8:30 AM                                    | Arrival & Registration                                  | SBFP Administrative Support<br>SBFP Technical Assistant |
| 8:30 AM – 8:35 AM                                    | Call to Order                                           |                                                         |
| 8:35 AM – 9:00 AM                                    | Opening Prayer                                          | -video presentation-                                    |
|                                                      | National Anthem                                         | -video presentation-                                    |
|                                                      | Introduction of Participants                            | Doreen O. Dechosa                                       |
|                                                      | Welcome Remarks                                         | Dr. Baldomero Mark B. Meso III<br>Medical Officer III   |
|                                                      | Message                                                 | Roy Angelo E. Gazo<br>Schools Division Superintendent   |
| 9:00 AM – 9:15 AM                                    | Program rationale and objectives                        | Doreen O. Dechosa                                       |
| 9:15 AM – 9:45 AM                                    | Presentation of SBFP Central Kitchen Overview           | Sharon T. Polancos<br>Joan A. Arsua                     |
|                                                      | • Status of Central Kitchen<br>• Operational highlights | JGF /Alrose Group of Companies/<br>LGU                  |



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| Effectivity    |  | Page | 1 of 2 |

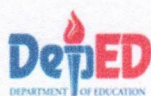


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|                     |                                                                                                                          |                                            |
|---------------------|--------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| 9:45 AM – 10:15 AM  | Presentation of SBFP CK of<br><b>West City Central School</b><br>• Best Practices<br>• Challenges and Issues Encountered | Eve P. Demata<br>Carl Austin G. Hernandez  |
| 10:15 AM – 11:45 NN | Presentation of SBFP CK of<br><b>East City Central School</b><br>• Best Practices<br>• Challenges and Issues Encountered | Arlene S. Eman<br>Crystal Lyn C. Laguardia |
| 12:00 NN – 1:00 PM  | Lunch Break                                                                                                              |                                            |
| 1:00 PM – 2:30 PM   | Open Forum / Plenary Discussion                                                                                          | SBFP TWG                                   |
| 2:30 PM – 4:00 PM   | Synthesis of Day 1 Highlights & Documentation                                                                            | Kito-Kristian N. Francisco                 |
| 4:00 PM – 4:30 PM   | Closing of Day 1                                                                                                         |                                            |

| <b>Day 2 Action Planning &amp; Ways Forward</b> |                                       |                                        |
|-------------------------------------------------|---------------------------------------|----------------------------------------|
| 8:00 AM – 8:15 AM                               | Recap of Day 1                        |                                        |
| 8:15 AM – 10:00 AM                              | Action Planning Workshop (Group Work) | SBFP TWG                               |
| 10:00 AM – 10:15 AM                             | Health Break                          |                                        |
| 10:15 AM – 12:00 NN                             | Presentation of Action Plans          | East & West City Central Schools       |
| 12:00 NN – 1:00 PM                              | Lunch Break                           |                                        |
| 1:00 PM – 2:30 PM                               | Ways Forward & Management Commitments | SBFP TWG                               |
| 2:30 PM – 3:15 PM                               | Closing Remarks & Acknowledgments     | Romeo B. Aclo<br>Assistant Chief, SGOD |
| 3:15 PM – 3:45 PM                               | Distribution of Certificates          |                                        |
| 4:00 PM – 5:00 PM                               | Departure / Travel Time               |                                        |

Emcee : Er Shemaiah T. Dangazo



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| Doc. Ref. Code |  | Rev  |        |
| Effectivity    |  | Page | 2 of 2 |