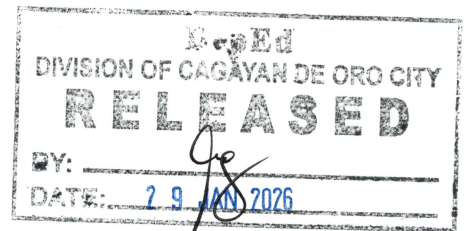




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

28 Jan 2026

DIVISION MEMORANDUM

No. 80 s. 2026

**COLLECTION AND CONSOLIDATION OF SUBMITTED INSPECTION AND
ACCEPTANCE REPORTS (IARs) AND DELIVERY RECEIPTS (DRs) OF SCHOOL-
BASED FEEDING PROGRAM (SBFP) NUTRITIOUS FOOD PRODUCTS SUPPLIERS
SY 2025-2026**

TO: Assistant Schools Division Superintendent
Chief, SGOD
Medical Officer
Division School-Based Feeding Program Coordinators
Division Supply Officer / Inspectorate Team
All Elementary School Heads
All Elementary School School-Based Feeding Coordinators
All Elementary Administrative Officers II / Property Custodian
SBFP Administrative Support II
All Others Concern
This Division

1. In line with the implementation of the School-Based Feeding Program (SBFP) for SY 2025-2026, this Office will conduct the consolidation of the submitted Inspection and Acceptance Reports (IARs) and Delivery Receipts (DRs) covering the supplier's deliveries of Nutritious Food Products from December 2025 until the final week of deliveries. The collection of said documents will be conducted on February 9-11, 2026 at the Division Clinic.
2. All concerned schools are advised to ensure that all remaining Inspection and Acceptance Reports (IARs) and Delivery Receipts (DRs) are submitted to the suppliers and that the submitted documents are complete, accurate, and duly signed.
3. Expenses relative to the conduct of the activity shall be charged against available SBFP funds, subject to usual accounting and auditing rules and regulations.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
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4. 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-117-SGOD-SHN-JAA / collection and consolidation of submitted inspection and acceptance reports (IARs) and delivery receipts (drs) of school-based feeding program (sbfp) nutritious food products suppliers sy 2025-2026
January 28, 2026



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