



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OFFICE OF ABRA**

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April 5, 2022

DIVISION MEMORANDUM  
No. 099 s. 2022

**SUBMISSION OF SBFP TERMINAL REPORT AND NUTRITIONAL ASSESSMENT OF  
LEARNER BENEFICIARIES**

To: Assistant Schools Division Superintendent  
Chief Supervisor-Curriculum Implementation Division  
Chief Supervisor-School Governance Operation Division  
Public Schools District Supervisor  
School Health Personnel  
Elementary School Heads  
School Feeding Coordinators  
All Other Concern

1. With reference to the Regional Memorandum No. 156, s. 2022 entitled Submission of School Based Feeding Program Terminal Reports and QUA Memo 00-0422-0004 dated March 23, 2022 entitled Nutritional Assessment of SBFP Beneficiaries, schools implementing the School Based Feeding Program (SBFP) are further instructed to submit SBFP Reports
2. In this regard, all SBFP schools must accomplish and submit the updated SBFP Forms in hard and soft copy as follows:
  - a) SBFP Form 1- Master List of Beneficiaries for SY 2021-2022
  - b) SBFP Form 2- School Based Feeding Program (SBFP) Summary of Beneficiaries and Start of Feeding;
  - c) SBFP Form 7A- Program Terminal Report
3. In line with the nutritional assessment, all SBFP schools are advised to conduct height and weight taking of all learner beneficiaries and submit nutritional status using the BMI template
4. All required SBFP Reports must be submitted at the SGOD-School Health Section on or before April 15, 2022
5. Attached is the Excel File containing all the SBFP Forms and prescribe template for the SBFP Forms can be downloaded through this link <http://bit.ly/SBFP-Forms>
6. Immediate dissemination of this memorandum is desired.

**BENILDA M. DAYTACA, EdD, CESO V**  
Schools Division Superintendent

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