



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**  
SGOD-2023-389

To: **ELEMENTARY NURSES, SCHOOL HEADS AND ADAS OF ASUNCION, CARMEN, KAPALONG EAST AND WEST, STO. TOMAS EAST AND WEST DISTRICTS OIC FOR SCHOOL HEALTH SECTION DIVISION SCHOOL BASED-FEEDING PROGRAM (SBFP) FOCAL PERSON**

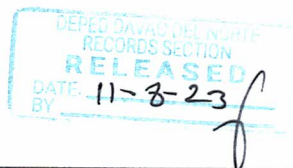
Subject: **ORIENTATION FOR THE ACTIVATION AND RE-ACTIVATION OF BUSOG, LUSOG, TALINO (BLT) CENTRAL KITCHENS (CK) FOR SY 2023-2024**

Date: **November 7, 2023**

1. In line with Unnumbered Memorandum dated August 10, 2023, thru **DR. DEXTER A. GALBAN RN, RBP, MBA, MPM, Assistant Secretary for Operations** re: **RE-ACTIVATION PF THE FORTY-THREE (43) BUSOG, LUSOG, TALINO (BLT) CENTRAL KITCHENS FOR SY 2023-2024**, where your districts and schools are recipients of the said program, you are hereby directed, to attend the orientation on **November 10, 2023, 8:00 a.m.**, at **Maniki Central Elementary School SPED Center Old Gymnasium**.
2. Enclosed herewith is the Unnumbered Memorandum for your perusal and guidance. You shall play a vital role for the above-mentioned endeavor.
3. Meals and travel expenses incurred by the participants in the conduct of the activity shall be charged to any local funds subject to usual accounting rules and regulations. Participants are pre-informed that **NO** snacks and meals will be served during the conduct of the one-day activity.
4. Equal Opportunity Principle (EOP) for all participants shall be applied at all times.
5. For your compliance.

**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

SGOD/mmd



Page 1 of 1



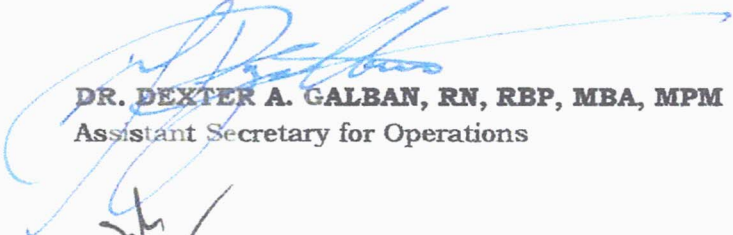



Republic of the Philippines  
**Department of Education**  
**OFFICE OF THE ASSISTANT SECRETARY FOR OPERATIONS**  
**BUREAU OF LEARNER SUPPORT SERVICES**  
School Health Division | School Sports Division | Youth Formation Division

**MEMORANDUM**

FOR : **REGIONAL DIRECTORS**  
Region I-XII, Caraga, CAR, and NCR

**SCHOOLS DIVISION SUPERINTENDENTS**

THRU :   
**DR. DEXTER A. GALBAN, RN, RBP, MBA, MPM**  
Assistant Secretary for Operations

FROM :   
**NENNETH ESPLANA-ALAMA, PH.D**  
Director IV

SUBJECT : **RE-ACTIVATION OF THE FORTY-THREE (43) BUSOG,  
LUSOG, TALINO (BLT) CENTRAL KITCHENS FOR SY 2023-  
2024**

DATE : August 10, 2023

---

The Department of Education, through the Bureau of Learner Support Services-School Health Division, implements the School-Based Feeding Program (SBFP). As one of the priority programs of this department, it continuously strives to address the undernutrition among learners from Kinder to Grade 6 through the provision of hot meals/nutritious food products (NFP) and pasteurized/sterilized milk to all public elementary schools.

In line with this, the Department of Education in partnership with Jollibee Group Foundation (JGF) issues this memo directing all forty-three (43) Busog, Lusog, Talino (BLT) Central Kitchens to reactivate the operations of the central kitchens and serve hot meals as part of the regular component of SBFP.



This table summarizes the forty-three (43) Busog, Lusog, Talino (BLT) Central Kitchens.

<b>No.</b>	<b>Reg</b>	<b>SDO</b>	<b>Name of BLT Lead School</b>	<b>Site</b>	<b>Status of BLT Kitchen Facility</b>
1	I	DepEd La Union	Bacnotan Central School	Bacnotan, La Union	Existing
2	I	DepEd La Union	San Julian Integrated School	Agoo, La Union	Existing
3	I	DepEd La Union	Agoo East Central Elementary School	Agoo, La Union	Existing, needs equipment
4	I	DepEd Vigan City	Vigan City BLT Kitchen-Community-based and LGU led	Vigan City, Ilocos Sur	Existing
5	II	DepEd Tuguegarao City	Tuguegarao West Central Elementary School	Tuguegarao City, Cagayan	Existing
6	III	DepEd Tarlac	Pinasling Central Elementary School	Gerona, Tarlac	Existing
7	III	DepEd Tarlac	Capas Gabaldon Elementary School	Capas, Tarlac	Existing
8	III	DepEd Tarlac	Cristo Rey Central Elementary School	Capas, Tarlac	Existing
9	IV-A	DepEd Laguna	Los Banos Central Elementary School	Los Baños, Laguna	Existing
10	IV-A	DepEd Antipolo City	Juan Sumulong Elementary School	Antipolo City, Rizal	Existing
11	V	DepEd Masbate Province	Milagros West Central School	Milagros, Masbate	Existing
12	V	DepEd Masbate City	Jose Zurbito Sr. Elementary School	Masbate City, Masbate	Existing
13	V	DepEd Sorsogon	Sta. Magdalena Central School	Sta. Magdalena, Sorsogon	Existing
14	V	DepEd Tabaco City	Tabaco North Central Elementary School	Tabaco City, Albay	Existing
15	V	DepEd Sorsogon	Calongay Elementary School	Pilar, Sorsogon	Existing
16	VI	DepEd Escalante City	Escalante Central Elementary School	Escalante City, Negros Occidental	Existing, needs equipment
17	VI	DepEd Sipalay City	Agripino Alvarez Elementary School	Sipalay City, Negros Occidental	Existing
18	VI	DepEd Sipalay City	Manlucahoc Elementary School	Sipalay City, Negros Occidental	Existing, for installation of equipment
19	VI	DepEd Roxas City	Roxas City BLT Kitchen	Roxas City, Capiz	Existing

No.	Reg	SDO	Name of BLT Lead School	Site	Status of BLT Kitchen Facility
			Community-based and LGU led		
20	VI	DepEd Sagay City	Maria Lopez Elementary School	Sagay City, Negros Occidental	Existing
21	VII	DepEd Mandaue City	Labogon Elementary School	Mandaue City, Cebu	Existing
22	VII	DepEd Mandaue City	Opao Elementary School	Mandaue City, Cebu	Existing
23	IX	DepEd Dipolog City	Miputak East Central School	Dipolog City, Zamboanga del Norte	Existing
24	IX	DepEd Zamboanga City	Tetuan Central School	Zamboanga City, Zamboanga del Sur	Existing
25	X	DepEd Iligan City	Francisco Laya Integrated Memorial School	Iligan City, Lanao del Norte	Existing
26	X	DepEd Iligan City	Sgt. Miguel Canoy Memorial Center School	Iligan City, Lanao del Norte	Existing
27	X	DepEd Iligan City	Sta. Filomena Central Elementary School	Iligan City, Lanao del Norte	Existing, needs equipment
28	X	DepEd Iligan City	Bagong Silang Elementary School	Iligan City, Lanao del Norte	Existing
29	XI	DepEd Davao del Norte	Maniki Central Elementary School	Kapalong, Davao del Norte	Existing
30	XI	DepEd Davao del Norte	Cambanogoy Central Elementary School	Asuncion, Davao del Norte	Existing, needs to be fully completed by LGU
31	XI	DepEd Mati City	Rabat Rocamora Mati Central Elementary School II	Mati City, Davao Oriental	Existing
32	XI	DepEd Davao del Norte	Carmen Central Elementary School - SPED Center	Carmen, Davao del Norte	Existing
33	XI	DepEd Davao del Norte	NAFCO, Central Elementary School	Sto. Tomas, Davao del Norte	Existing
34	XI	DepEd Davao City	Sta. Ana Central Elementary School	Davao City, Davao del Sur	Existing
35	XII	DepEd Kidapawan City	Lanao Central Elementary School	Kidapawan City, North Cotabato	Existing
36	XII	DepEd South Cotabato	Tupi Central Elementary School	Tupi, South Cotabato	Existing



No.	Reg	SDO	Name of BLT Lead School	Site	Status of BLT Kitchen Facility
37	XII	DepEd Tacurong City	New Isabela Central Elementary School	Tacurong City, Sultan Kudarat	Existing
38	XII	DepEd General Santos City	Datu Acad Dalid Elementary School	General Santos City, South Cotabato	Existing
39	CARA GA	DepEd Surigao del Sur	Quezon Integrated School	Tagbina, Surigao del Sur	Existing
40	CARA GA	DepEd Butuan City	Libertad Central Elementary School	Butuan City, Agusan del Sur	Existing
41	CARA GA	DepEd Surigao del Norte	Placer West Central Elementary School	Placer, Surigao del Norte	Existing
42	CARA GA	DepEd Siargao	Pilar Central Elementary School	Pilar, Surigao del Norte	Existing
43	NCR	DepEd Quezon City	Lupang Pangako Elementary School	Quezon City, NCR	Existing

As per the OUOPS Memo issued on April 17, 2023, it was reiterated that hot meals shall be allowed in areas without community quarantine imposed, areas with central kitchens, and in schools with the support of a volunteer group or hired helpers to **ensure that the teachers will not participate in the preparation and cooking of meals**; this also needs the approval of the Schools Division Superintendent; IFR is the preferred rice for hot meals as far as practicable.

It has come to our attention that some of the schools with central kitchens have already procured NFPs, thus they are unable to serve hot meals. The following are advised so that they can serve hot meals within SY 2023-2024:

1. Serve hot meals for at least one (1) month within September 2023 to April 2024 using Program Support Funds of FY 2023 or using any savings from procurement;
2. Serve hot meals for at least one (1) month within September 2023 to April 2024 using FY 2024 funds for hot meals or NFP.

In preparation for this re-activation of BLT Kitchens, attached as **Annex 1** is the summary of steps on how to re-operate the Central Kitchen. Funds needed to operate the BLT Kitchens, such as but not limited to the payment of labor and wages of kitchen assistants (eg. Parent Volunteers), payment for the health certificate of food handlers, expenses related to the kitchen operations such as the purchase of water, dishwashing soaps, LPG, charcoal, firewood, and kerosene shall be charged against SBFP Operational Expenses downloaded to schools subject to the pertinent accounting, and auditing rules and regulations.

All SDOs with existing 43 BLT sites are requested to send a signed response form template stating their mode of implementation (i.e. Hot Meals, NFP, or Combination of Hot Meals and NFP) and the status of preparation and procurement, **on or before August 25, 2023**. Should there be any concerns regarding the re-activation of the said BLT Kitchens and if there is any technical assistance that this Office or the JGF can extend in order to make the rollout of the reactivation in place, kindly include it in the response letter. The template for this response is attached as **Annex 2**.

It is also requested that all regional and SDO focal persons concerning this matter attend the **virtual meeting on August 15, 2023**, from 9:00 am - 11:00 am. This is the link for the said meeting: <https://bit.ly/Reactivation-of-BLT-Kitchens>.

For further details, Ms. Magdalene Portia T. Cariaga or Ms. Gail Hariette C. dela Rosa BLSS-SHD may be contacted at +632 8632-9935 or +63908 3381188 or by email at [sbfp@deped.gov.ph](mailto:sbfp@deped.gov.ph).

For compliance.

**Annex 1**

**Steps in Re-operating the Busog, Lusog, Talino (BLT) School Feeding Kitchens for School Year 2023-2024**

Activity	Outputs	Persons Responsible
<b>I. Reconvening the Stakeholders</b>		
<p><b>Step 1.</b> Conduct initial meetings and planning with the BLT core group.</p> <p><i>The Core group is composed of the DepEd Division, Local Implementing Partner (LGU or NGO) and the principal of lead school</i></p>	<ul style="list-style-type: none"> <li>• Site-level implementation plans including timeline</li> </ul>	Local Implementing Partner as lead with the DepEd Division
<p><b>Step 2.</b> Revisiting and assessing the status of BLT kitchen facility and processes</p>	<ul style="list-style-type: none"> <li>• Assessment of existing BLT Kitchen's condition</li> <li>• Status of kitchen volunteers</li> </ul>	Local Implementing Partner as lead with the DepEd Division
<p><b>Step 3.</b> Invite site stakeholders to a briefing BLT kitchen reactivation</p>	<ul style="list-style-type: none"> <li>• Expression of support</li> </ul>	Local Implementing Partner as lead with the DepEd Division
<p><b>Step 4.</b> Formalize agreements</p>	<ul style="list-style-type: none"> <li>• MOA/MOU between partners</li> </ul>	Implementing partners with JGF
<b>II. Reactivating the BLT Kitchen</b>		
<p><b>Step 1.</b> Refurbishment of the Kitchen facility</p>	<ul style="list-style-type: none"> <li>• Restored Kitchen</li> <li>• Inventory of Kitchen Equipment and cooking tools</li> </ul>	Core group
<p><b>Step 2.</b> Secure funding of hot meals from DepEd Division Office</p>	<ul style="list-style-type: none"> <li>• Mode of Procurement finalized</li> </ul>	DepEd Division's SBFP/Central Kitchen Focal Person
<p><b>Step 3.</b> Review of Systems for Food Production</p> <ul style="list-style-type: none"> <li>• Review procurement process with DepEd Division Office</li> <li>• Mobilizing Volunteers</li> <li>• Knowledge Sharing to New Kitchen Volunteers</li> <li>• Conduct Dry Run</li> <li>• Plan for Cycle Menu using BLT standardized recipes</li> </ul>	<ul style="list-style-type: none"> <li>• Supplier identified</li> <li>• Procurement arrangement in place</li> <li>• New volunteers re-oriented</li> </ul>	Implementing Partners and Trained Kitchen Volunteers
<b>III. Operating the BLT Kitchen</b>		
<p><b>Step 1.</b> Food preparation and cooking</p> <ul style="list-style-type: none"> <li>• Receive ingredients</li> <li>• Kitchen volunteers prepare ingredients</li> <li>• Kitchen volunteers cook the day's menu</li> </ul>	<ul style="list-style-type: none"> <li>• Regular and continuous feeding schedule</li> </ul>	Kitchen Volunteers
<p><b>Step 2.</b> Coordinate for pick-up and distribution to satellite schools</p>		Kitchen Volunteers
<p><b>Step 3.</b> Feeding</p> <ul style="list-style-type: none"> <li>• Pre-feeding</li> <li>• Serving food</li> </ul>		Kitchen Volunteers



• Post feeding		
<b>IV. Monitoring of the BLT Kitchen</b>		
<b>Step 1. Monitoring daily operations</b>	• Daily Monitoring Reports	Designated School Personnel/Core Group
<b>Step 2. Monitoring BLT Kitchen outcomes</b>	• Baseline/ Midterm/ End of Cycle monitoring reports	Designated School Personnel/Core Group
<b>V. Sustaining the BLT Kitchen</b>		
<b>Step 1. Reviewing annual cycle</b>	• Annual program evaluation	Designated School Personnel/Core Group
<b>Step 2. Revalidating stakeholders' commitment</b>	• Intent to continue with partnership	Designated School Personnel/Core Group

**Note:** The Jollibee Group Foundation (JGF) has released an official communication to its BLT Local Implementing Partners in May 2023 regarding the reactivation of the BLT Kitchen in support of DepEd's School-Based Feeding Program (SBFP).



**ANNEX 2**

**Reactivation of the Busog, Lusog, Talino (BLT) School Feeding Kitchens for School Year 2023-2024 Response Form**

*(Kindly accomplish the form and send it to [sbfp@deped.com.ph](mailto:sbfp@deped.com.ph) on or before **Friday, 25 August 2023**)*

Region: \_\_\_\_\_

Schools Division: \_\_\_\_\_

Lead School/ Name of BLT Kitchen: \_\_\_\_\_

1. Mode of implementation for SY 2023-2024 (FY 2023 funds). *Please check your answer.*
- Hot Meals
  - Nutritious Food Products (NFP)
  - Combination of Hot Meals and NFP

*Kindly answer questions 2 and 3 if you will serve hot meals only. If NFP or combination will be served, please skip and proceed to question 4*

2. For BLT Schools that will implement Hot Meals only, what preparations have already been done? (e.g. stakeholders meeting, reconvening of volunteers, inventory of equipment and cooking tools, procurement etc.)

---

---

---

3. For BLT Schools that will implement Hot Meals, what will be the implementation scheme? (Please select 1)
- Lead School will implement hot meals including satellite schools
  - Only the Lead School will implement hot meals
  - There is no Lead School, BLT functions as a community kitchen

*Kindly answer questions 4, 5, and 6 if you will serve NFP or combination. If Hot Meals only, please skip*

4. For BLT Schools that will implement NFP only, what is the current status of the procurement? (e.g. procured NFP, on-going bidding with supplier, etc.)

---

---

---

5. For BLT Schools that will serve NFP only, how will the BLT Kitchen be utilized for School Year 2023-2024?

---

---

---

6. For BLT Schools that will serve NFP or combination, what is the mode of procurement?
- SDO Procurement
  - School Procurement
  - Both SDO and School procurement

7. What situations do you think can affect or hinder the reactivation of BLT Kitchen?

---

---

---

8. What kind of support from the DepEd Central Office, Jollibee Group Foundation, and other stakeholders are needed to make the reactivation of the BLT Kitchen this school year possible?

---

---

---

---

---

---

Prepared by:

Approved by:

**SBFP Focal Person**  
Date:

**Schools Division Superintendent**  
Date: