



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD -2025- 0166

To: Assistant Schools Division Superintendent
Chief of Education Supervisor, CID
Public Schools District Supervisors
Elementary, and Integrated School Heads
All Others Concerned

Subject: **Designation and Composition of Inspectorate Team in Drop Off Schools for School-Based Feeding Program**

Date: May 19, 2025

1. This Office informs the field for the composition of Inspectorate Team and its designated Personnel in the Drop Off Schools of School-Based Feeding Program for Summer Class SY 2024-2025 and for the incoming SY 2025-2026.
2. Attached are annex A. The List of Drop Off Schools and its corresponding Inspectorate Team and annex B. Checklist for Delivery and Specification Inspection.
3. All identified Members of the SBFP Drop Off School Inspectorate Team are directed to attend a virtual meeting on May 19, 2025, 1:30PM. Link will be provided through messenger group chat 30 minutes before the scheduled meeting time.
4. Everyone is enjoined to continually support and recognize the value of equality and diversity as well as ensure STRICT adherence to the health and safety protocols in all undertakings relevant to the activity.
5. For your guidance and compliance.

REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

For the Schools Division Superintendent

ROSALINDA N. DIONIO
Administrative Office V



SGOD-SHS/mta

FN: Composition and Designation of SBFP Drop Off Schools

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ANNEX A

DISTRICT	DROP OFF SCHOOL	INSPECTORATE TEAM	
		NAME	DESIGNATION
ASUNCION	CAMBANOGOY CES	1. IDA JEAN T. CALANZA	Assistant Principal
		2. AIZA R. AMOGUIS	Administrative Assistant III
		3. VEM JANE M. ABENDAÑO	Administrative Assistant III
	SONLON ES	1. JAY AR DAVE T. TANGUAN	HEAD TEACHER III
		2. DONDILLE A. ALAYON	Administrative Officer II
		3. YVONIE P. MALMIS	Teacher I
	SAGAYEN	1. DOMINADOR JR. A. DAYSON	School Head
		2. JUSTINA JULIO	Administrative Officer II
		3. HELEN M. AGLIPAY	Teacher I
	DDN SPORTS ACADEMY	1. KETH JUSTIN J. BALAGON	Administrative Assistant II
		2. KRISTINE MARIE T. PIMENTEL	Teacher III
		3. KEZIAH LOU S. BENEKIAN	Teacher II
CARMEN	CARMEN CES	1.. JENNIFER P. CANDIDO	Teacher-II
		2.. NECO A. DECOY	SPET - II
		3.. JEMMER D. MAGPUSAO	Teacher-II
	ALEJAL ES	1. ESTER U. BICLAR	Teacher III
		2. ROXANNE C. LANTICSE	Teacher III
		3. NELLIE D. FAMOSO	Teacher III
	TUGANAY ES	1.. RUCHEL A. JARANILLA	TEACHER II
		2.. BELINDA A. CAMACHO	TEACHER III
		3.. PRINCES D. ABAD	TEACHER I
	TUBOD ES	1. HELEN T. VILLAGONZALO	TEACHER III
		2. MAGDALENA A. ZOILO	TEACHER III
		3. ISABEL R. SUMATRA	TEACHER III
DUJALI	DUJALI CES	1.. ANIE P. HILARIO	TEACHER III
		2.. MALODY A. BINONGO	TEACHER II
		3.. MICHELLE A. SERAPION	Administrative Assistant II
	CABAY-ANGAN ES	1. MERCY A. CABALLERO	TEACHER I
		2. JULIET L. DIANA	TEACHER II
		3. REDELYN D. GENCANOS	TEACHER III
	TANGLAW ES	1. EDWIN B. LUCENO	PRINCIPAL I
		2. FLORDELYN C. BETIONG	TEACHER I
		3. NORMA H. MONROID	TEACHER I
KAPALONG EAST	ADELANTO ES	1. LANI C. RETORCA	TEACHER III
		2. LEA CRYSTAL D. BUMATAY	TEACHER I
		3. JUNEL E. GUDITO	ADMINISTRATIVE OFFICER II
	MANIKI CESSC	1.. VIVIAN PEREIRA	MASTER TEACHER I
		2.. IRENE ROSIQUE	SPET III
		3.. CRISTY LONDRES	MASTER TEACHER III
	DOMINGO BHES	1.. AMIE GRACE R. FERNANDEZ	ADMINISTRATIVE OFFICER II
		2.. KRISTINE R. MARTIR	TEACHER I
		3.. SHIENA H. MARTIR	TEACHER I
	MARCOS PEES	1. MELADYN A. ABUDA	TEACHER III
		2. DIVINA P. SILAGAN	TEACHER III
		3. ANNIE LOU N. NUDALO	ADMINISTRATIVE OFFICER II
KAPALONG WEST	GABUYAN CES	1. MARLYN T. QUILLA	ADAS II
		2. JENEVEB B. MORALES	ADAS III
		3. ELISA N. SINGSON	TEACHER I
	LUNA ES	1. JENNY A. DORIA	Administrative Officer III
		2. MONALIZA G. MUEGNA	TEACHER II
		3. JUSTO A. VILLAVAR	P-IV
LANGILAN	DISTRICT OFFICE	1.. CRISTALYN H. BOLATON	ADMINISTRATIVE OFFICER II
		2.. ROMMEL C. PAREJA	ADMINISTRATIVE OFFICER II
		3.. JERLYN L. BABIERA	ADMINISTRATIVE OFFICER II
	GUPITAN IS	1. ALJANE B. QUILLA	AO II
		2. RHEA GRETCHEN M. DAMIAN	MASTER TEACHER I
		3. LINIE C. ALMENDRAS	AO II

NEW CORELLA	SUAWON ES	1. JESUSTOMO M.CALVO JR.	School Principal-I
		2..RUTCHEL G. ESPINOZA	TEACHER I
		3..REY E. LUAYON	ADMIN SUPPORT STAFF(COS)
	NEW CORELLA CESSC	1. JENNIFER OYAN	ADAS III
		2. MARIVIC BACO	AO II
		3. MARIE FE J. GABRIENTO	ADAS III
	MESAJOY ES	1. HILDA S. ERMAS	PRINCIPAL IV
		2. JACKY LOU A. DESALES	AO II
		3. ARCELIE T. MESOLIS	TEACHER III
	LIMBAAN	1. DIVINA G. APLAON	MT-I
		2. ANNA MAE QUIAMCO	T-II
		3. JAYLENE G. BACALSO	T-III
	STA FE ES	1..DELNA C. CAGULANG	HT II
		3.LIEZEL T. SOCIA	T - II
		3. RODEL E. JACOB	COS
	NEW CORTEZ ES	1. FRANCISCO JR. M. OÑEZ	P-IV
		2.. NOEME D. ESPONILLA	AO II
		3.. JERAMIE L. GAMUEDA	T-II
SAN ISIDRO	SAWATA ERNANDCOR CES	1. JESTONI AGA R. MORALES	PDO-I
		2. JEMARIE V. DABLO	T-I
		3. AIDA CLARIZZA C. DUPITAS	T-II
	LINAJO ES	1. Donnabylle D. Ramiro	T - I
		2. Melona M. Pongase	T - III
		3. Madelyn P. Arca	T-III
	DATU BALONG ES	1. Lorna C.Enopia	T-III
		2. Blandine C. Pelisan	T-III
		3.Teresita M. Nobleza	T-II
	IGANGON ES	1..Maricar Pitogo	
		2..Katherine Neneria	
		3..Mileza Montojo	
STO. TOMAS EAST	SALVACION ES	1.Marylou C. Calunsag	Teacher 11
		2.Maria Vilma L. Hilay	Master Teacher II
		3. Leilani M. Casilin	Administrative Officer II
	KINAMAYAN ES	1. ROSELYN F. MALASARTE	TEACHER III
		2. SHEELA T. SILVA	AO II
		3. MARYBETH P. SIBAYAN	TEACHER II
	KIMAMON ES	1. LUCY M. MALINAO	T III
		2. MARIA B. ANG	T II
		3. KEMUEL P. MONTE	SPET III
	NAFCO CES	1. ARDEN A. RECTO	T II
		2. SHERYLL M. VERONILLA	ADAS III
		3. JOSELITO M. MAUREAL	T II
STO. TOMAS WEST	BOBONGON ES	1..IVY T. CASPE	HT II
		2..EMILENE T. PAGON	ADAS III
		3..EMILY A. PORRAS	T I
	STO. TOMAS CESSC	1.. RUEL D. CALATRAVA	ADAS II- SBFP COOR
		2.. KATE GIZELLE R. SAMSONA	ADAS III
		3.. JOLLYVEE L. MORTERA	AO II
TALAINGOD	STO. NINO CES	1..Rhealyn Soriano	Teacher I
		2..Lufel Tabaranza	AO II
		3..Francilita Amoto	ADAS II
	TIBI-TIBI ES	1.. GINA B. NAVAROSA	TEACHER I
		2.. MARJORIE A. ARCILLA	AO II
		3.. CHARITY S. AMORDIA	TEACHER I

Annex B

Delivery and Specification Inspection Checklist
School Feeding Program Monitoring

Drop Off School:

No.	Monitoring Indicator	Complied [✓]	Not Complied [X]	Remarks
1	Food commodities received in good condition, not expired, no signs of molds and no foul smell.			
2	Individually packed (per piece) in food-grade plastic pouches.			
3	Packaging is with clear and readable manufacturing date, expiration date and Batch No.			
4	There is clear imprinted sign per pack which shows the nutritional facts and indicates " DepEd- SBFP, NOT FOR SALE ".			
5	Individually packed goods are packed by school with the Name of SCHOOL and the number of packs to be received for easy retrieval and timely release of commodities.			
6	Correct quantity of food delivered			
7	Food items match the approved menu plan			
8	Delivery personnel adhere to Food Safety Standards, such as wearing of white or light-colored t-shirt, wearing of face mask, hairnet, apron and close shoes/sandals; no wearing of "SANDO" or sleeveless shirt.			
9	Temperature-sensitive items delivered within safe temperature ranges.			
10	Food storage protocols are followed upon delivery.			
11	Delivery receipts and documentation are complete and accurate.			

Inspected by:

 Name/Signature/Date