



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division
Superintendent

March 4, 2022

Division Memorandum
No. 0132 series of 2022

For: Public Schools District Supervisor/Acting Public Schools District Supervisors
Elementary School Administrators
District Bookkeepers
School Feeding Coordinators
Health and Nutrition Personnel
All others concerned

Subject: **LIQUIDATION OF THE SBFP REGULAR COMPONENT FUNDS FOR SCHOOL YEAR 2021-2022**

- I. **DepEd Order 31, s. 2021**, or the **Operational Guidelines on the Implementation of the School-Based Feeding Program** provides direction on the implementation of the School-Based Feeding Program with Milk Feeding Component for School Year 2021-2022.
- II. The same order prescribes that the School Head is primarily responsible for the liquidation of funds released to them by the Schools Division Office (SDO), and must submit on time the necessary documentation and liquidation reports to the SDO. Moreover, the same issuance also stipulates that the SDO Accounting Unit through the District Bookkeepers, shall ensure the timely submission of liquidation reports by the school heads.
- III. The projected completion of the implementation of the SBFP Regular Component of the Division of Bohol was in the end of February 2022.
- IV. In view of the said, this memorandum is issued to instruct all nine hundred thirty-three (933) SBFP implementing elementary schools on the **submission** of the **Liquidation Reports** for the **SBFP Regular Component Funds** (Nutritious Food Packs) to the SDO **on or before March 15, 2022**.
- V. The **liquidation of the SBFP Milk Component operational funds** (Php 1.00 per beneficiary for 30 days) **is not yet due** as the Milk Feeding Component for the Division of Bohol is yet to start on March 10, 2022 for the areas covered by Batch 1 of the Philippine Carabao Center (PCC), with the areas covered by Batch 1 of the National Dairy Authority (NDA) to start a later date within the same month.



0050 Lino Chatto Drive Barangay Cogon, Tagbilaran City, Bohol
Tel Nos.: (038) 412-4938; (038) 411-2544 (038) 501-7550
Telefax: (038) 501-7550 email add: deped.bohol@deped.gov.ph



- VI. Further, the **SBFP Program Terminal Report (PTR)** of each school shall be submitted to the District Bookkeeper along with the liquidation reports. The PTRs will be held by the District Bookkeeper and will be collected for consolidation by the elementary nurse(s) assigned to the district.
- VII. The submission of the liquidation reports to the SDO shall follow the usual submission scheme and the District Bookkeepers are encouraged to constantly coordinate with their assigned Congressional District Coordinator in the process.
- VIII. For information, dissemination, and compliance.


BIANITO A. DAGATAN EdD, CESO V
Schools Division Superintendent 

