



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Division of City Schools – Tagbilaran City

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM  
No. **490**, s. 2021

November 22, 2021

**IMPLEMENTATION & UPDATES OF THE SBFP NEW FORMS FOR LIQUIDATION  
PURPOSES FOR SCHOOL YEAR (SY) 2020-2021**

TO: All Public Elementary Principals  
School Health and Nutrition Personnel  
SBFP Coordinators  
SBFP Accounting Personnel

1. This is in reference to DepEd Order No. 031, s. 2021, re: **Operational Guidelines on the Implementation of SBFP for school year (SY) 2020-2021** dated August 9, 2021. This is to assist the schools SBFP Coordinators in the application of the new forms for fast & easy liquidation after the implementation of the program.
2. The activity is set on December 9, 2021 @1:30-5:00p.m. Venue will be announced later.
3. Expenses relative to the conduct of the said activity are chargeable against Division MOOE subject to the usual accounting and auditing rules
4. Immediate dissemination of and strict compliance with this Memorandum is desired.

**JOSEPH IRWIN A. LAGURA, PhD**  
Schools Division Superintendent  
Office of the Schools Division Superintendent *JIL*

**FOR THE SCS:**

**JOSEPH IRWIN A. LAGURA, PH.D.**  
**SCHOOLS DIVISION SUPERINTENDENT**

*J. Lagura*  
**BEATRIZ C. LUGA, PH.D.**  
**CHIEF, SGOD**

JIL/CPC/SGOD/BCL/rbt



Address: Dampas District, Tagbilaran City, Bohol  
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177; (038)427-6718; (038)544-2147  
Email Address: tagbilarancity.division@deped.gov.ph