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
MLA-2026-201

TO : **17 AOs/ADAS (Elementary)**
SBFP PDO Coordinators
SBFP Division Focal

FROM : **WILFREDA D. BONGALOS PhD CESO V**
Schools Division Superintendent
Office of the Schools Division Superintendent

SUBJECT : **School Based Feeding Program - Milk Component Implementation Assessment Activity for Tagbilaran City Elementary Schools for SY 2026-2027 by the Philippine Carabao Center.**

DATE : November 16, 2026

1. This is in reference to the letter request from the Philippine Carabao Center dated November 9, 2026, titled **REQUEST FOR APPROVAL AND COORDINATION FOR THE CONDUCT OF THE SCHOOL BASED FEEDING PROGRAM MILK COMPONENT IMPLEMENTATION ACTIVITY.** This one-day activity aims to review the program's accomplishments and implementation status, identify operational issues and challenges, and gather feedback and recommendations from school personnel, Bohol Dairy Cooperative and other stakeholders. Attention will be given to milk quality assurance, delivery procedures, proper handling and storage, documentation, and compliance with program requirements.

2. This activity is scheduled on November 17, 2026, from 8 AM to 5 PM. Participants of this activity are the 17 Elementary School AOs/ADAS, SBFP PDO's and SBFP Division Focal. Venue is at Panda Tea near Holy Name University Gate. Registration starts at 8 AM.

3. Expenses related to the transportation of the school's representative of the said activity are chargeable against the school's MOOE, subject to the usual accounting and auditing rules.

4. Immediate dissemination of and strict compliance with this Memorandum is desired.

WDB/JAL/SGOD/MCC/rbt

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Department of Agriculture
PHILIPPINE CARABAO CENTER
UBAY STOCK FARM
CERTIFIED ISO 9001:2015

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TAGBILARAN CITY DIVISION
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Date: NOV 10 2026
Time: 9:56

Ref. No.: ***2026-11-031***

November 09, 2026

WILFREDA D. BONGALOS, PhD, CESO V
Schools Division Superintendent
Tagbilaran City Division
Tagbilaran City, Bohol

DEPARTMENT OF EDUCATION
TAGBILARAN CITY SCHOOLS DIVISION
RECEIVED
BY: _____ TIME: _____
DATE: 11/16/2026 CTR #: 11-136

Through: **RHODELIA B. TUMANDA**
Nurse II/SBFP Focal

Subject: **REQUEST FOR APPROVAL AND COORDINATION FOR THE CONDUCT OF THE SBFP – MILK COMPONENT IMPLEMENTATION ASSESSMENT ACTIVITY**

Dear Dr. Bongalos:

The Philippine Carabao Center at Ubay Stock Farm (PCC at USF) respectfully requests the approval and coordination of the Schools Division Office of Tagbilaran City for the **conduct of the Assessment Activity for the Implementation of the School-Based Feeding Program (SBFP) – Milk Component for School Year 2026–2027**, scheduled on November 17, 2026 at Panda Tea, Tagbilaran City.

This one-day activity aims to review the program's accomplishments and implementation status, identify operational issues and challenges, and gather feedback and recommendations from school personnel, drop-off point in-charges, Bohol Dairy Cooperative, and other concerned stakeholders. Particular attention will be given to milk quality assurance, delivery and distribution procedures, proper handling and storage, documentation, and compliance with program requirements.

In this regard, we respectfully request your support in facilitating the participation of the concerned SDO personnel and representatives from participating schools and drop-off points in the activity. We also seek your assistance in coordinating with the concerned personnel to ensure their attendance and active participation in the discussions and action-planning sessions.

We look forward to your favorable response and continued support in ensuring the effective implementation of the SBFP – Milk Component in the Schools Division of Tagbilaran City.

Thank you very much.

Respectfully yours,

GUILLERMA B. ABAY-ABAY
TS III/Regional Milk Feeding Focal

Noted by:

MARIA DINAH R. LOCULAN, PhD
Center Director, PCC at USF