



Republic of the Philippines  
Department of Education  
Region V (Bicol)  
**DIVISION OF CATANDUANES**  
Virac, Catanduanes



**RELEASED**

MEMORANDUM

TO : Chief, SGOD  
Public Schools District Supervisors  
Elementary School Heads/School Feeding Coordinators  
School Bookkeepers/Finance Officers


DepEd, Division of Catanduanes

RECORDS SECTION

Date JUL 04 2019

Time: 11:00 AM

able: [Signature]

FROM :   
SOCORRO V. DELA ROSA, CESO V  
Schools Division Superintendent

SUBJECT : **REVISED WORK AND FINANCIAL PLAN (WFP) FORM AND CASH ADVANCE DOCUMENTS FOR SCHOOL-BASED FEEDING PROGRAM (SBFP) SY 2019-2020**

DATE : July 3, 2019

1. Please be advised that the Revised Work and Financial Plan template and documents is now uploaded in the FB Account Catanduanes SDO HNS and DepEd Workplace for use in the Accomplishment and submission of cash advance at the Accounting Section.  
**"NO PASSWORD, CLICK FRIEND REQUEST"** only.
2. Attachment are the following:
  1. SBFP Form 1 - Master List of Beneficiaries ( K, 1 -6 ,SPED)
  2. SBFP Form 2 - List of SchoolsAll these two (2) forms must be submitted at the Health & Nutrition Section (HNS) using the standard/new forms .Furthermore, each recipient school shall pass first at the HNS for counterchecking of the number of beneficiaries based from the submitted Baseline Nutritional Status Report and initialled by the Division SBFP Focal Person or health personnel on duty.
3. For any inquiries please contact **Maribel B. Samonte CP. Nos. 09205141449/09156437940, and Ma. Theresa G. Abundo CP No.09305547374.**
4. For dissemination, guidance and strict compliance.