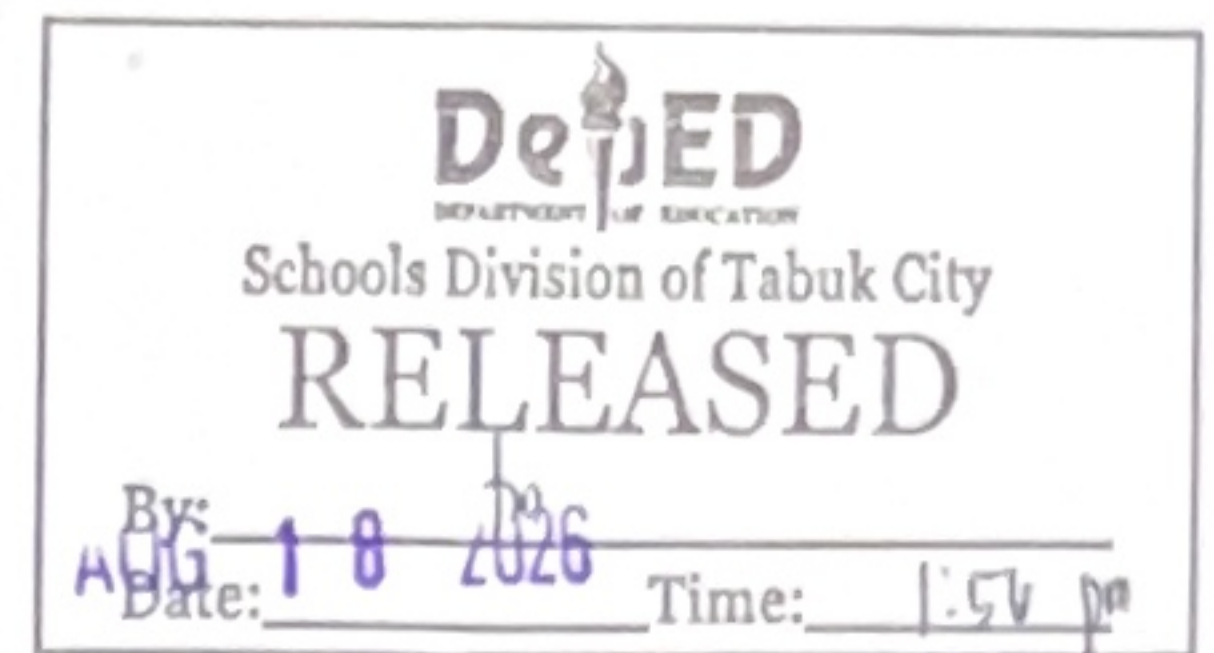




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Schools Division of Tabuk City



Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. **373** s. 2026

**COMPOSITION OF TECHNICAL WORKING GROUP AND SUBMISSION OF SCHOOL
MANAGED CANTEEN FOR SCHOOL YEAR 2026-2027**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Health Personnel
All Others Concerned

1. The Schools Division Office hereby announces the organization of Technical Working Group for monitoring, assessing, validation and evaluation of school canteens for SY 2026-2027. This is in support of the DepEd's continuing efforts to ensure that school canteens provide safe, nutritious, affordable and quality food services to learners and personnel.
2. The Technical Working Group shall be composed of the following:

Chairman	Christopher C. Benigno PhD, EdD, CESO VI	OIC-SDS
Vice-Chairman	Sally P. Feken	CES - SGOD
Co Vice-Chairman	Dr. Rodolfo D. Niones Jr	MO-III
Members	Jeth Renz L. Oggang	Dentist-II
	Kathleen M. Tagubat	Dentist-II
	Josefina Balisong	EPS-TLE
	Romel Alcanzarine	EPS-MAPEH
	Kenneth Atiwag	SMME-SEPS
	Vincent Martinez	SMME-EPS II
	Sixto Lang-ay	Accountant-III
	All PSDS	
	Division Nurses	

3. TWG shall perform the following functions:
 - a. develops assessment and monitoring tools for school canteens;
 - b. conducts orientation and provide technical assistance to concerned school heads and canteen personnel;
 - c. reviews and evaluates submitted documents of schools operating school canteens;
 - d. conducts validation and/or inspection of school canteens;
 - e. monitor compliance with applicable DepEd policies, standards and guidelines on school canteen operations, food safety, sanitation, nutrition and financial management;
 - f. consolidates and analyzes the results of the assessment and validation;

SGOD/SHN



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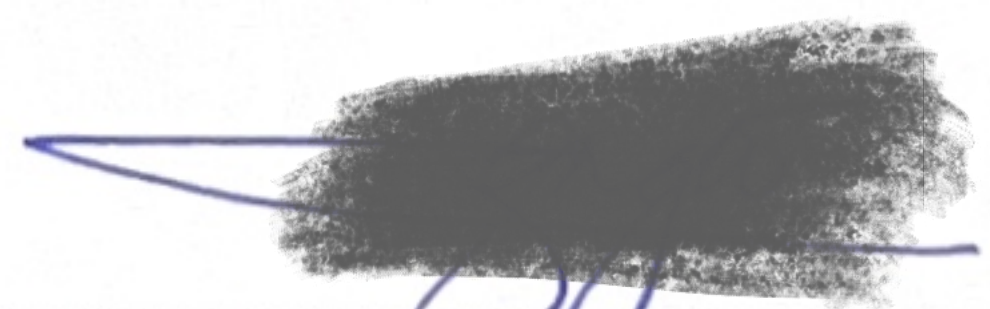




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- g. recommends appropriate actions and technical assistance for schools needing improvement; and
- h. prepares and submits the consolidated assessment report and recommendations to the Schools Division Superintendent.
4. All public elementary and secondary schools with school canteens are directed to submit the required documents for SY 2026-2027 to the SDO through the School Health and Nutrition Unit on or before August 28, 2026.
5. The required documents shall include:
- a. School canteen profile
 - Large category – 1000 and above learners
 - Medium – 500 to 1000 learners
 - Small – below 500 learners
 - b. School canteen action plan
 - c. School canteen personnel profile
 - d. School canteen sanitary permits
 - e. School canteen personnel health certificates
6. The School Head shall ensure that the school canteen complies with the existing DepEd policies and applicable health sanitation, food safety, nutrition and financial management.
7. The TWG shall conduct validation of documents and undertake an onsite assessment of school canteens using the monitoring tool and criteria enclosed under division memorandum no. 366 s 2026. Schools found to have outstanding performances will be awarded accordingly, while schools with deficiencies shall be provided with appropriate technical assistance and shall be required to undertake corrective measures within the prescribed period.
8. Schedule of monitoring and validation will be every end of the month quarterly.
9. All concerned are enjoined to give their full cooperation and support to ensure effective implementation, monitoring and continuous improvement of school managed canteens in the Division.
10. Immediate and wide dissemination of this memorandum is desired.


CHRISTOPHER C. BENIGNO PhD, EdD, CESO VI
Assistant Schools Division Superintendent
OIC, Schools Division Superintendent

SGOD/SHN



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