



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

DIVISION MEMORANDUM

No. 289 .s. 2026

REITERATION ON THE REVISED IMPLEMENTING GUIDELINES ON THE OPERATION AND MANAGEMENT OF SCHOOL CANTEENS IN PUBLIC ELEMENTARY AND SECONDARY SCHOOLS and POLICY AND GUIDELINES ON HEALTHY FOOD AND BEVERAGE CHOICES IN SCHOOLS AND DEPED OFFICES

To: Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Secondary School Principals
Elementary School Principals
Canteen Managers
All Others Concerned

1. In compliance to the DepEd Order No. 8 s. 2007 and DepEd Order No. 13 s. 2017 this Office reiterates the compliance of all elementary and secondary school canteens in the above-mentioned bases.

2. The objectives are:

- a. to serve as vital hubs for student meals and health education;
- b. to provide emphasis and supervision in canteen operation and management;
- c. to support Learner Health and Nutrition;
- c. to make available healthier food and beverage choices among the learners and DepEd personnel and their stakeholders and;
- d. utilization of the Project D' Cream²s for online and timely submission of reports.



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3. Enclosure no. 1 is the On- Site Monitoring Tool for Canteen Operation and Management to be accomplished by the SGOD- School Health and Nutrition Unit in the conduct of on- site monitoring.

3. To access the DepEd Orders for guidance and reference, provided are the QR codes.



DepEd Order no. 8, s. 2007



DepEd Order no. 13, s. 2017

4. Immediate and wide dissemination of this memorandum is desired.


CECILIA E. VALDERAMA, PhD, CESO VI

Schools Division Superintendent 



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Enclosure no. 1 of Division Memorandum no. ~~209~~ s. 2026

ON- SITE MONITORING TOOL FOR SCHOOL CANTEEN OPERATION AND MANAGEMENT

This tool is to be accomplished by the representatives of the School Health Section for the purpose of assessing the present status of canteen management and operation in terms of compliance to existing policies and regulations specifically in area of food, safety and security.

District:	School Head:
Name of School:	Canteen Teacher:

No	INDICATORS	EVIDENT	PARTIALLY EVIDENT	NOT EVIDENT	REMARKS
I. Type/ Nature of Canteen (supported by Certification duly notarized) DepEd Order no. 8 s. 2007					
1.	School Managed Canteen				
2.	Cooperative Managed Canteen				
II. Food Products					
3.	Only nutrient-rich foods are sold in the canteen such as root crops, fruits, vegetables, fortified food products labeled rich in protein, vitamins and minerals.				
4.	Fruits and Vegetables in season				
5.	Beverages such as milk, shakes and juices prepared from fruits and vegetables in season				
6.	Carbonated drinks, sugar based synthetic or artificially flavored juices				
7.	Junk Foods and any food product detrimental to the child's health and not a bearer of the Sangkap Pinoy Seal and/or did not pass BFAD approval				
8.	In preparation of cooked foods, IODIZED salt is being used				
9.	Subleasing of a part or whole canteen premises; allowing vendors to bring in food items				
III. Permits and Clearances (should be displayed in a conspicuous place)					
10.	Sanitation Clearance/ Permit				
11.	Health Permit of all canteen personnel				
IV. Canteen Personnel/Staff					
12.	All canteen Personnel/ Staff are well groomed and wearing clean and proper attire at all times				
13.	White shirt/ polo/ blouse				
14.	Colored pants/ skirt				
15.	Hairnet				



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16.	Apron				
17.	Appropriate footwear				
18.	Food-grade gloves				
19.	Face mask/ plastic mask				
20.	All canteen personnel are wearing ID cards with photo when inside the premises of the canteen				
V. Adherence to Food Safety (DO 13 s. 2017)					
Food Standard					
21.	Developed own healthy menu to ensure selling of nutritious food and beverages				
22.	Selling Green Category food daily and Yellow Category (TTh)				
23.	No selling of Red Food Category				
24.	Absence of artificially flavored foods				
25.	Signages of Nutritional Guidelines for Filipinos, Ten Kumainments and Three Food Categories				
Regulation of Sale and Marketing of Unhealthy Foods					
26.	No such form of marketing, advertisement through branded vending machines, refrigerators, ice boxes, signage in school canteens, corridors and sports facilities and or sun umbrella and tents.				
27.	No such form of sponsorships to fund school activities or projects				
28.	No promotion in any form of sugary drinks and other empty-calorie snack foods through use of cartoon characters, brandings, free samples and celebrity endorsements				
VI. Adherence to DO 10 s. 2016					
29.	Availability of clean, safe drinking water				
30.	Availability of handwashing facility				
31.	Guaranteed proper and safe food handling				
32.	Proper waste segregation and disposal				
33.	Provided conducive, well-ventilated, well-lit, safe and clean environment for feeding				
34.	Well-maintained, clean, well ventilated and pest free environment				
35.	Availability of food covers and containers for safe keeping				
36.	Written designation of the Canteen Teacher				
37.	All canteen personnel undergo training on proper and safe food handling				



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VII. Reports (Financial Report, Accounting Proceeds and Documentation)					
38.	Monthly/ Quarterly Financial Statement duly signed by the designated school level committee (DO 8 s. 2007)				
39.	Provided Receipt of uploading on Project D'Cream's (reports are submitted every 10 th day of the month)				
40.	Proper Utilization of Net Income				
	35% School Based Feeding Program				
41.	5% Clinic				
42.	15% Faculty and Pupil Development				
43.	10% H.E. Instruction Fund				
44.	25% School Operation Fund				
45.	10% Revolving Capital				
46.	Canteen Earnings are deposited in the nearest bank in the name of the school with the school head and canteen teacher as joint signatories				
VIII. Supplementary School Based Feeding Program					
47.	Nutritional Status of Learners				
48.	Cycle Menu				
49.	List of Supplementary SBFP Beneficiaries				
50.	Status report of Supplementary SBFP Beneficiaries (how many learners were rehabilitated to normal status)				

Conforme:

Monitored by:

 School Principal Name

 Name

 Designation

 Designation

 Date

 Date



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